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ABSTRACT

In South Africa's rapidly changing society, many individuals are unable to cope with the demands of a modern city life. Greater information to help them cope is often needed. Practical assistance to make the provided information useful is also needed. This survey, the first of its kind, examines the information services of South African public libraries and its community assistance centres, and concludes that they are not geared to providing primary assistance for survival. The work of the Pretoria Christian Social Service is briefly described to show a service provided to needy urbanised people by voluntary workers. The survey is expected that public libraries could only provide such a basic service by forming alliances with voluntary organisations.

INTRODUCTION

Urbanisation of the rural population has brought to South Africa's cities many people not educated and hence not prepared to cope with modern city life. The newcomers to urban areas are often illiterate, or use home languages better in English or Afrikaans. They lack the social skills necessary for inter-group communication. These people are frequently employed in the urban environment in which they had themselves. They experience problems in coping with life and regulations governing their employment, health services, accommodation, educational facilities for their children, and many other matters in their daily lives. To aggravate the situation, the country is suffering a severe economic downturn, resulting in extensive unemployment. People are desperate, often daily and the unemployed and semi-skilled are the ones in whom this happens. They need information about changing unemployment benefits, contributions to pension funds, and about places where they can look for new jobs. They believe in, and are often afraid of, asking for explanations from people in authority who have given documents or instruct them to do something that may not be best for them. If they have no personal resources, and have participated in migrant camps, they do not escape partial illiteracy and may need the help of an intermediary whom to whom their needs can safely be said. Added to this is a language barrier, which often was learned from educated or urban, and there can be their wonder that the newspapers tell them they need their assistance.

The problem examined in this paper is, therefore, in addition to providing needed information, public libraries can voluntarily undertake to assist individuals with such needs by explaining matters to them, writing letters, completing forms and making telephone calls on their behalf for them. Without such primary assistance,

SURVIVAL INFORMATION SERVICES IN SOUTH AFRICAN PUBLIC LIBRARIES

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ABSTRACT

In South Africa's rapidly urbanising society, many individuals are unable to cope with the demands of modern city life. Besides information to help them survive, they often need practical assistance to make the provided information useful. The author surveys the literature on community information services in South African public libraries and on community resource centres, and concludes that they are not geared to providing primary assistance for survival. The work of the Pretoria Citizens' Advice Bureau is briefly described, to illustrate service provided to newly urbanised people by voluntary workers. The opinion is expressed that public libraries could only provide such a basic service by forming alliances with volunteer organisations.

INTRODUCTION

Urbanisation of the rural population has brought to South Africa's cities many people not educated and otherwise prepared to cope with modern city life. The newcomers to urban areas are often illiterates, or not functionally literate in English or Afrikaans, the languages most commonly used for inter-group communication. These people are frequently confused by the urban environment in which they find themselves. They experience problems in connection with laws and regulations governing their employment, health services, accommodation, educational facilities for their children, and many other matters in their daily lives. To aggravate the situation, the country is suffering a severe economic recession, resulting in extensive unemployment. People are retrenched almost daily and the unskilled and semi-skilled are the first to whom this happens. They need information about claiming unemployment benefits, contributions to pension funds, and about places where they can look for new jobs. They hesitate to, or do not think of asking for explanations from people in authority who hand them documents or instruct them to do something that may not be clear to them. If they live in peri-urban townships, and more particularly in squatter camps, they do not receive postal deliveries, and may need the facility of an accommodation address to which their benefit cheques can safely be sent. Added to this is a burgeoning bureaucracy, which confuses even the best educated of citizens, and there can be little wonder that the newcomers to the city need basic assistance.

The problem examined in this paper is, whether in addition to providing needed information, public libraries can realistically undertake to assist individuals with such basic needs by explaining matters to them, writing letters, completing forms and making telephone calls to argue their case for them. Without such primary assistance,

the information provided often does not help these people in their struggle for survival. The work of the Pretoria Citizens' Advice Bureau (PCAB) is outlined as an example of the kind of service required.

METHOD

The study was based on a survey of the literature relating to community information services in public libraries in South Africa and that relating to community resource centres. The description of the service of the PCAB is the result of field work and personal observation in the Bureau.

SURVIVAL INFORMATION

Donohue defined survival information as "that related to health, housing, income, legal protection, economic opportunity, political rights, etc." He sets this beside what he called "citizen action information," namely that "needed for effective participation as individual or as member of a group in the social, political, legal, economic process" (cited by Bunch, 1987).

In the library literature the provision of survival information falls under the heading of what is generically referred to as "community information services" (CIS). In the United States, this usually goes by the name of "information and referral" (I & R).

The Library Association defined community information services as:

"... services which assist individuals and groups with daily problem-solving and with participation in the democratic process. The services concentrate on the needs of those who do not have ready access to other sources of assistance and on the most important problems that people have to face, problems to do with their homes, their jobs and their rights" (Community information, 1980).

This discussion is concerned with the provision of survival information and the services often needed to make such information meaningful to its users. With reference to Horton's adaptation of Maslow's hierarchy of needs, this is the most basic level of information need, and possibly includes some second level needs (Horton, 1983).

SOCIAL INVOLVEMENT OF PUBLIC LIBRARIES

To understand the involvement of public libraries with community information services, we have to go back to the so-called "War on Poverty" in the USA in the years 1964 to 1968 (Weibel, 1982). It was a time of intense examination of social services in an attempt to "humanize the urban environment" for the masses moving into the cities from the rural areas, a movement that had started after World War II (Neighborhood, 1966). A research team led by Alfred J. Kahn undertook a survey of certain social services in New York City and of the Citizens' Advice Bureaux (CABx) in Britain to see whether it would be feasible and desirable to adapt the CABx pattern to the United States. The researchers recommended that "Neighborhood Information Centres" be developed to provide information and advice as a social welfare service (Neighborhood, 1966).

Although Kahn and his team did not consider public libraries as possible agencies for the provision of information and advice services, their report prompted some public librarians to look at the role public libraries could play in providing this kind of service

(Childers, 1984). A number of the larger urban libraries initiated services directed more closely to the needs of their respective communities than had been offered before. These projects eventually led to the fairly general provision of I & R services as part of user services in public libraries in the USA. I & R is usually a service for providing inquirers with relevant information or referring them to an agency that may assist them with their problems. The service is often delivered by telephone.

In Britain, the established and well-known Citizen's Advice Bureaux fulfilled the need for generalist information provision in a community context to a very large extent. Nevertheless, the provision of community information services also received some attention from British public librarians. A good and easily accessible review, and rationale for the provision of such services by libraries was published by Bunch (1987).

Here it may be pertinent to quote from a publication of Britain's National Association of Citizens' Advice Bureaux (NACAB), to indicate how the approach of CABs differs from that generally applied in libraries.

"The first aim of the Association is *not to provide information* [my emphasis] but, 'to ensure that individuals do not suffer through ignorance of their rights and responsibilities or of the services available; or through an inability to express their needs effectively' " (NACAB, 1984).

In an attempt to adapt their services to community needs, South African public librarians in the established library systems, during the eighties increasingly showed an interest in the provision of community information services similar to those described in the American and British library literature. Articles describing the initiatives of individual public libraries or groups of such libraries appeared particularly in the journals of the provincial library services. From a review of this literature, Aitchison (1991) deduced that the libraries perceived the function of community information services to be

"to collect, organise and provide up-to-date local information that is not necessarily neatly encased in books, and to provide (even repackage) such information in a form that is appropriate to the skills of the information seeker."

She found that "members of society who have limited print literacy (or none at all) are often ignored, even though their need for information may be extremely urgent" (Aitchison, 1991). The last mentioned group of people need "coping" or "survival" information: information that will help them survive in a hostile environment. Moreover, they often need active assistance in tackling their problems, rather than mere information or referral to other agencies.

In an article that amounts to a policy statement on community information services for the Orange Free State Provincial Library Services, Lube (1989) wrote that: "The ultimate aim is to reach people who do not normally make use of the public library." Articles in the same journal, that contain examples of the services provided in the various regions of that library service, while showing a laudable trend to an increased sensitivity to community information needs and improved publicity for services, still indicate that the community information services are aimed at the interests of the middle class, already mainly catered for by public libraries, rather than at those with needs at the basic survival level (Gemeenskapinligtingsdienste, 1989).

PROVISION OF SURVIVAL INFORMATION

In South African cities, and even in towns, various agencies came into existence to help people in need of assistance to cope with their problems of survival. Welfare organisations often initiated such agencies. Others were started by churches or political associations. The aid agencies are usually staffed by volunteers, who take turns in helping clients as a community service. Some of the volunteers are married women, who are not in the paid workforce, and others are retired persons, who are willing to give of their time and capabilities to assist less fortunate people. The PCAB is such an agency, which was started in 1967 by ministers of three churches.

Since February 1992, the author has been working sessions as a volunteer at the PCAB as part of a research project. The most time consuming work done by the volunteers, is to interview clients who visit the Bureau hoping to get help with their problems. Problems presented range from obtaining pension or unemployment insurance payments, to dismissals from employment, to faulty identity documents. Although official agencies exist to deal with most of the enquiries received, the clients who turn to the PCAB do not know of those agencies or received unsympathetic service when they turned to the appropriate agency.

Most of the clients are not sufficiently literate in English or Afrikaans to be able to understand the documents they receive or the forms they have to fill in. The volunteers have to establish what the clients' problems are and advise them on their rights in respect of the problem situations in which they find themselves. In addition to this, the volunteers make telephone calls, fill in forms and write letters on behalf of clients to help them solve their problems or at least to ease their difficulties. When a client is referred to another agency, he/she is given a letter of introduction and explicit directions (written and oral) to get to the other agency. Detailed records are kept of each case, so that a voluntary worker is able to take the documents of a case and carry on from the point where the previous voluntary worker made the last notes. If the client needs an accommodation address to which money or documents may safely be posted, the PCAB provides it.

The service is labour-intensive and time-consuming. Clients are often unable to express themselves clearly in English or Afrikaans. Sometimes one has to use an interpreter to be able to communicate with a client who speaks and understands almost no English or Afrikaans. Considerable time is taken up with explaining laws and regulations, and their own rights and responsibilities, to clients. The intention is *not* to make decisions for the clients, but to inform them of all possible alternatives and let them arrive at their own decisions.

In South Africa, CABx exist in only four cities. They are independent of one another, unlike the CABx in the United Kingdom, which have a national co-ordinating body. There the NACAB provides centralised training and information services for bureaux throughout the country. However, the South African CABx are to some extent modelled on the British pattern.

Volunteers at the PCAB are given some training when they start doing the work and further training on the job. The training is mainly given by more experienced volunteers, not by people trained in information and interviewing skills. Volunteers are encouraged to do extensive reading on relevant legal and other topics to provide

them with the background needed to do their work. A card index listing the most frequently used information is maintained and regularly up-dated. Besides a few reference books on aspects of South African law, a filing cabinet with pamphlets and other sources of useful information is also maintained.

COMMUNITY RESOURCE CENTRES

Community resource centres or community libraries have been established in various parts of South Africa over the past five to ten years. Karelse (1991) wrote that:

"Resource centres arose as 'alternatives' to established information services like public libraries; alternative in the sense of providing resources both to support mass struggles and to counter the propagation of information by the dominant classes for the maintenance of exploitative relations."

The resource centres collect and make available publications and other information resources emanating from political, trade union and community organisations. According to Berghammer & Karlsson (1988): "A considerable amount of literature is produced by the progressive movement, ranging from 1-page pamphlets to comprehensive reports and directories." Much of this literature is not available through the ordinary publishing channels and would never come to the attention of librarians in the formal system.

The resource centres provide education to users in accessing and applying resources, for instance in using the catalogue and audio-visual and computer apparatus. The staff answer enquiries and provide reference services. From the literature it could not be established that they provide the kind of intensive advice service run by the PCAB. In fact, a strong indicator that they are unable to do this, comes from Karelse (1991), when she writes: "Resource centres generally tend to be under-staffed and, as a result, resource workers are over-extended." Therefore it looks as if resource centres are not in a position to assist individuals who need survival information and personal assistance.

LIBRARIES AND SURVIVAL INFORMATION

The question arises whether public libraries can realistically provide the kind of service offered by organisations such as the CABx, and other agencies staffed by volunteers. There are several aspects to this question, already touched on by Bunch when he wrote:

"A bigger constraint on the use of libraries as community information centres is that the public, by and large, do not expect to find this kind of information in libraries and that those most in need of the information are not traditionally library users. Again, there is no instant solution; the answer must lie in a lengthy process of trying to change the public's image of the library. Simply taking more leaflets and adding a few books on rights, commendable though this may be, will not work miracles unless all aspects of the library service, including staff attitudes, are outgoing and relevant to the needs of *all* the community, not just the one-third registered readers" (Bunch, 1982).

Often people do not realise that their problems may be solved with the help of *information*, and that such information is available at the library. It may therefore not be appropriate to advertise the availability of information. A simpler approach is

needed, for instance, an advertisement that runs: "Do you need help with getting a pension? Try the library!"

If libraries want to provide community information services, they must clarify for themselves the level of service they wish to provide: do they want to be clearinghouses of information (that is, collect information, and information about sources of information, to be provided on request, such as I & R services mostly do), or do they want to become involved with the individuals who need help to survive? Are they prepared to assist needy people practically, for instance by writing letters or filling in forms, or making telephone calls for them? Moreover, if libraries want to be accepted as providers of survival information to individuals, they will have to convince their communities of the impartiality of their services.

The author doubts whether public libraries can afford to provide an intensive personal service such as is offered by the PCAB. It is often argued that it is not the place of libraries to get involved in the provision of personal assistance. To those who say this, the author wants to quote once more from a publication of the British NACAB:

"... access to information without the ability to use it is worthless. Providing information without being able to give further help to those who need it is frustrating for the clients and advisers, of questionable value and a dubious way to use limited resources" (NACAB, 1984).

Librarians seldom question whether the information they provide to clients has real utility. They simply assume that information, *any* information, is useful to the clients to whom they provide it. Attention should be given to some form of follow-up operation, to establish whether the clients who were given information could utilise it. This is of particular importance where the survival of the client depends on his ability to use the information supplied to him.

The further question arises: "Whose responsibility is it to assist individuals to complete forms, write letters and make telephone calls in connection with the problems of survival that confront them?"

Public libraries wishing to extend their services in this direction, could form alliances with welfare and/or service organisations who may be able to initiate such services, using voluntary workers. The information resources of the library could be available, and possibly even accommodation for the volunteers providing the survival assistance to clients. As provider of a support service, the library will become more widely known in its community, even among that sector that falls outside its usual clientele.

CONCLUSION

The literature on the provision of community information services by libraries does not give much attention to personal assistance to individuals with the use of the information passed on to them. Newly urbanised people, who lack the educational level that enables them to find their way in city life, need assistance with the interpretation of information provided to them. They often need active help with telephone calls; writing of letters and the completion of forms to enable them to utilize the information provided. This level of service is provided by a number of organisations using

voluntary workers in South African cities and towns. The work of the PCAB is illustrative of this kind of service.

Libraries wishing to render community information services, should take cognisance of this primary level of community information need and decide whether they wish to get involved in providing such services on their own. Since this is almost impossible, libraries should, as an alternative, consider forming alliances with voluntary organisations to augment the community information services already provided. Thus they may assist in the survival of a sector of the population at present largely ignored by libraries.

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THE INFORMATION ENVIRONMENT OF RURAL DEVELOPMENT WORKERS IN BORNO STATE, NIGERIA

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ABSTRACT

The information environment with respect to the information needs, information sources and communication channels of rural development workers in Borno State, Nigeria was surveyed. A questionnaire was used to collect data from the population of 161 rural development workers scattered throughout Borno State. A response rate of 143 or 88.8% was achieved. The study found that majority of the respondents were responsible for the provision of information to the rural people (55.9%) and planning agricultural extension services (52.4%), while the information needs of the respondents were mainly on having knowledge of the socio-economic characteristics of the respondents (55.9%), increased agricultural productivity (51.7%) etc. Interaction with colleagues (85.5%), personal correspondence (82.4%) and bosses (77.7%) constituted the major sources of information. Personal contacts (85.1%), village meetings/town criers (77.7%) and posters and leaflets (58.4%) were the main communications media used in disseminating information to rural people.

INTRODUCTION

Although rural development continues to be an important development issue among policy-makers, development planners and rural development agencies in Africa, the rural areas are still not developed. The quality of life of people in the rural areas continues to deteriorate from one rural development programme to another. Mchombu (1988) observed that in sub-saharan Africa, "in spite of the fact that many rural development strategies are elegant in principle, rural development indicators such as self sufficiency in food, the level of nutrition, ecological and basic human needs have shown either negative or very low growth".

Nigeria has witnessed quite a number of these rural development strategies since the colonial period without any significant result. These include farm settlement schemes, agricultural extension services, agricultural pricing and marketing, input subsidization and institutional provisions and legislative controls, community development strategy, Integrated rural development strategy and river basins development authorities.

Dissatisfied with the achievements of successive federal and state governments in rural development programmes that were agriculture biased and apparently prodded by the long neglect of the rural areas, the government of Nigeria established the Direc-

torate of Food, Roads, and Rural Infrastructure (DFRRI) in February 1986. This agency is responsible for planning and executing Integrated Rural Development (IRD) in collaboration with other relevant departments, ministries and agencies in all the states of Nigeria.

In Borno state prior to the establishment of the DFRRI in the office of the Governor in February 1986, programmes designed to improve the quality of life in the rural areas were planned and executed by State ministries and agencies and Chad Basin Development Authority. These ministries and agencies include: Agriculture, Education, Rural and Community Development, Information, Health and Borno State Water Board. The Programmes range from increased agricultural production, mass literacy classes, Expanded Programme on Immunization to Oral Rehydration Therapy, family planning, primary schools, good drinking water and feeder roads. The success of these programmes depends on articulate planning and conscientious execution of the programmes supported by relevant information at all levels.

Only recently, rural development experts, planners and information scientists have identified information as an important input in rural development programmes. The importance of information as vehicle for development is increasingly becoming appreciated by planners, decision makers and even entrepreneurs in the private sector (Ndavi, 1990).

It is against this background that a case study of the information environment of rural development workers in Borno was conducted to highlight the following: the information needs of rural development workers in Borno state, their sources of information about rural development programmes, the communication channels used by rural development workers to disseminate rural development information to rural people and the extent to which rural development workers contribute to the enrichment of the information environment of rural people.

METHODOLOGY:

Borno State, with 21 local governments, is located in the North-East region of Nigeria. It has the largest land area among the 30 States of Nigeria. It has a total population of 2.8 million (1991 Population Census Provisional Results). Owing to its size and for effective execution of rural and community development programmes, Borno State is divided into five zones. Because of the size of the state and cost, only Bama zone was chosen for this case study using simple random sampling technique. Bama zone comprises Bama, Konduga, Gwoza, Dikwa and Mafa local Governments and some parts of Maiduguri Metropolitan Council (M.M.C.).

Data were collected using a questionnaire designed for the case study. A total of 161 officers were identified from the ministries and agencies involved in rural development programmes in Bama zone. A total of 161 copies of the questionnaire were distributed for data collection. One hundred and forty-three (143) copies of the questionnaire were completed and returned out of which five were not used because of insufficient information supplied by the respondents. The 143 copies represent 88.8% of the response rate. Table 1 shows the distribution of respondents by Ministry/Parastatal.

TABLE 1: DISTRIBUTION OF RURAL DEVELOPMENT WORKERS
BY MINISTRY/PARASTATAL. N = 143

Ministry/Parastatal	No. of Rural Development Workers	Percentage
Borno State Agricultural Development programme	74	51.7
Ministry of Cooperative, Rural and Community Development	24	16.8
DFRRI	2	1.4
Ministry of Health	10	7.0
Borno State Agency for Mass Literacy	33	23.1
	143	100.0

RESULTS AND DISCUSSION

General Background of Rural Development Workers

It is assumed that the level of training of rural development workers in information work for rural development programmes has a significant impact, either positively or negatively, on the success of rural development programmes. An analysis of the qualification of rural development workers shows that majority of the respondents (79%) possess the Ordinary National Diploma or its equivalent. A great number of those in this category are field workers distributed throughout the zone.

They are responsible for disseminating information on rural development programmes to rural people. About 18% of the respondents possess higher qualifications. Almost all those in this category are found at the headquarters of their ministries and agencies. They do not interact directly with rural people in the rural areas. Only 2.8% of rural development workers possess Secondary School Certificates plus inservice training in relevant areas.

Also considered important as background information are the duties performed by rural development workers. Knowledge of the duties they perform will enable us to ascertain whether the provision of information for rural development programmes is central to them. It will also enable us to ascertain other duties rated high by respondents. Table 2 shows the rank order of the schedule of duties by respondents. Only duties regarded as very important by the respondents were listed.

TABLE 2: RANK ORDER OF SCHEDULE OF DUTIES AND RESPONSIBILITIES OF RESPONDENTS N = 143

Duty	Frequency	Percentage
Provision of information	80	55.9
Planning agricultural extension	75	52.4
Assisting rural people in securing facilities and services for development	44	30.8
Assisting in formation of associations	41	28.7
Planning literacy programmes	35	24.5
Training	32	22.4
Planning and co-ordinating community development	26	18.2
Community surveying	26	18.2
Organising workshops and conferences	14	9.8
Planning health education policies	13	9.1

In Table 2, in addition to their areas of activities, depending on where a respondent belongs, rural development workers ranked high (55.9%) the responsibilities of acquiring and making available to rural people relevant information from research institutes, universities and other sources. Also ranked important are assisting rural people in securing facilities and services and training other rural development workers in the areas of specialization. Ranking high the responsibility of acquiring and making available to rural people relevant information from appropriate institutions and other sources is a testimony that such an activity is central to them. But they can be motivated further if they are properly trained and provided with adequate resources (backed by a strong political will) to transform the rural areas. However, rural development workers ranked low community surveys as basis for policy formulations, planning and execution of rural development programmes. This supports the position of some rural development pundits that often times, in developing countries, rural development policies and programmes are formulated and executed with insufficient information on the primary beneficiaries. They assume that the policies and programmes they formulate and executed are the programmes rural people need.

The Information Needs of Rural Development Workers.

Since integrated rural development, presently in practice in most African countries including Nigeria, is a composite programme which brings together workers from various sectors, a study of their information needs is invaluable. It will also identify areas of overlap with those professionals indirectly involved in the provision of information on rural development programmes. Table 3 shows the rank order of specific information needs of the respondents.

TABLE 3: DISTRIBUTION OF RESPONDENTS ACCORDING TO SPECIFIC INFORMATION NEEDS N = 143

Specific Information Need	Frequency	Percentage
Information on socio-economic characteristics of rural people	80	55.9
Increased agricultural productivity	74	51.7
Health and social amenities	45	31.5
Educational opportunities for rural people	34	23.8
Information on social, political and economic institutions	24	16.8
Information on non-farm economic activities	1	0.7

While it is expected that rural development workers would express or rank high information needs related to their areas of activities depending on which ministry/agency a respondent belongs, majority of them (55.9) expressed high information needs on socio-economic characteristics of rural people. This corroborates the position of many rural development pundits that often-times, rural development planners in developing countries do not conduct community surveys before embarking on the planning process. Consequently, many programmes were planned and executed with scanty information about the primary beneficiaries such that the beneficiaries become alienated and passive receivers instead of being active participants in the development process. This has had negative impact on the success of the programmes. The ranking order also shows the negative attitude of rural development workers toward the development of non-farm economic activities in the rural areas. Only 9.1% of them expressed information need in the area. This has strengthened the accusation made against rural development planners that they have been concentrating rural development effort on economic activities, mainly agriculture.

Apart from ranking specific information needs related to major sectors of rural development programmes, rural development workers also ranked a list of information needs referred to as general information needs about rural development. The desire for them cuts across all sectors and all disciplines related to rural development.

Sources of Information of Rural Development Workers on Rural Development Programmes

To perform their duties efficiently, rural development workers require specific types of information. An analysis of their sources of information will identify the sources they consult in the course of performing their duties, determine the adequacy and effectiveness of the sources and determine whether they made use of information professionals, especially library workers. Table 4 gives the sources of information of rural development workers.

TABLE 4: DISTRIBUTION OF RESPONDENTS ACCORDING TO
SPECIFIC SOURCES OF INFORMATION N = 143

Source of Information	Frequency	Percentage
Colleagues	126	88.1
Personal correspondence	122	85.3
Bosses	115	80.4
Newspapers	62	43.4
Journalists	29	20.3
Librarians/Library workers	29	20.3

Table 4 shows that rural development workers rely heavily on personal correspondence (85.3%), colleagues (88.1%), and bosses (80.4%), as their sources of information in the course of performing their duties. A few of them (20.3%) contact library workers, journalists (20.3%) and newspapers (43.4%). Although the percentage of respondents who mentioned librarians/library workers as their source of information was low, the rating is not surprising.

Dissemination of Information on Rural Development

It is possible to find out how information so obtained from the various sources is disseminated to rural people. An analysis of the communication media used by rural development workers in disseminating information on rural development programmes will identify those that could be improved upon and how other professionals, particularly library workers would be actively involved in the production process. Table 5 shows the frequent use of communication media by respondents.

TABLE 5: FREQUENCY OF USE OF COMMUNICATION MEDIA BY
RESPONDENTS IN DISSEMINATING INFORMATION N = 143

Communications Medium	Frequency	Percentage
Personal contacts	126	88.1
Village meeting/town criers	115	80.4
Posters/leaflets	85	59.4
Radio/Television talks	17	11.9
Motion pictures/slides	3	2.1
Newspapers/magazines	2	1.4
Libraries/information centres	—	—

In Table 5, personal contact (88.1%), village meetings (80.4%), posters and leaflets (59.4%) constitute the most important communication media used regularly by respondents in disseminating information on rural development programmes to rural people. Libraries newspapers, and magazines are rarely used by rural development workers. However, although it is widely accepted that radio is an important communication medium in disseminating information, especially agricultural information to rural

people, majority of rural development workers do not use it to disseminate information about rural development programmes in the rural areas.

Two reasons appeared to have been responsible for why some communication media were never used in disseminating information to rural people. While more than half (50.3%) of the respondents accepted that some of the communication media were rarely or never used because they are not effective in reaching rural people, about (39.2%) indicated that the communication media are not easily available for them to use. They however indicated that communication media like radio, television, libraries, information centres, newspapers could be effective in the information dissemination process if they are properly organised and made available to rural development workers and rural people. Presently, not much use is made of these media by rural development workers and rural people.

CONCLUSION

The majority of rural development workers possess Ordinary National Diploma or its equivalent. Although none of them had an additional academic qualification in information work and communication skills, many of them have attended workshops, conferences and seminars to keep abreast of developments and to enhance their duties as purveyors of information in the rural areas.

Respondents expressed high information need on socio-economic characteristics of rural people, programme planning, implementation and supervision and current research findings in rural development and information gathering and dissemination to rural people. Their bosses, colleagues and personal correspondence are their sources of information. The resources consulted regularly by respondents are posters, leaflets, pamphlets, government publications, manuals and handbooks on rural development. Respondents used personal contact, posters, village meetings and town criers to disseminate information on rural development programmes to rural people.

The success of rural development programmes rest squarely on the availability and use of quality information by rural development workers and rural people. Proper planning and implementation of rural development programmes require the use of quality information at all levels.

Indeed, Studies have shown that many rural development programmes have failed in developing countries because they were planned with insufficient relevant information. Because rural development agencies in Borno State operate independently of one another, with varying degrees of attention given to the information sector in each rural development programme, sufficient relevant information will continue to elude rural development workers and rural people. This can be redressed if the relevant rural development agencies collaborate and institutionalize such services with the active participation of public libraries in the state.

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ARCHIVES ADMINISTRATION IN TANZANIA: QUO VADIS?

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ABSTRACT

This paper examines the problems facing archives administration in Tanzania since the departure of the pioneers. The major problems identified are the weakness of the legislation, lack of skilled manpower and poor management.

INTRODUCTION

Archives administration in Tanzania was started in 1963 by a UNESCO expert, J.E. Ede, after a recommendation by Marcia Wright. It was consolidated by Michael Cook (1964 - 66), Rudolf Rejman (1967 - 68) and Nassor (1969), before the present administration took over in 1970. Until this time there was substantial achievement in laying the foundations of archive administration in Tanzania in terms of legislation, introduction of records management program, introduction of record centre for semi-current records, and systematic accessioning of up-country German and British records. However, what has been happening in the last twenty years is the denudation of all what has been hitherto achieved. Records management program has ceased, the pursuit of a National Record Centre has disappeared, the advisory council has ceased functioning and accessioning is no more on the agenda. Where is archive administration going in Tanzania? This paper attempts to analyze archival management problems in Tanzania. It first revisits the common explanation by scholars namely the problem of colonial legacy, weakness of legislation, problem of resources and manpower. Then it argues that incompetence on the part of administration has played a greater role in the deterioration of archival administration in Tanzania.

The Problem of Colonial Legacy and the "Culture of Indifference" Towards Records Keeping

In accounting for the decline of archival services in East Africa (referring mainly to Tanzania and Uganda) Musembi (1983, 1986) seems to vacillate between two positions. In one paper he strongly argues that "colonialism is a root cause of archival underdevelopment in East Africa" and in another paper he argues that in East Africa "poor management is a critical cause of archival underdevelopment." In his first position he argues that before 1950s the colonial governments of East Africa did not attempt to show any serious attempt to set proper archive services, since most of the vital documents were sent to Britain for preservation, others were destroyed and others were just left to rot. As a result, he continues, throughout the colonial period proper archives keeping was not a necessary function for efficient public services.

And he wonders why Britain, of all the countries, which enacted Public Record Office in 1838, decided to administer the colonies of East Africa without archives services even though after 1920s records were being created in greater quantities. He points out that this "culture of indifference" to archives keeping of the colonial period was passed to the independent countries and must be blamed for the indifference the independent governments are showing to archival services. (Musembi, 1986).

Musembi is probably not alone in this position. A similar view is in some way shared by Alexander and Pessack (1986). They assert that "officials responsible for records administration — governors, colonial secretaries, departmental heads ... by and large failed dismally to live up to their responsibilities." That granted, it still does not explain why of all the East African countries, Tanzania fares so badly in archives management. Kenya and Zanzibar did very well. Despite the problems, Uganda is coming up. They were under the same colonialists and shared almost all the problems of the lean years.

However, the main problem with the argument of the continuation of the culture of indifference, is that if this culture was really there, then it was already discontinued or broken by the very necessity of having archives services after independence. This is true for Tanzania and other East African countries. Charman and Cook (1967) give four strong reasons for the break down of this culture. First, is the need by the new administration for a formation of new ministries out of the old colonial government thus creating the need for an organization to care for a large body of record material which could not be properly regarded as the responsibility of any of the new ministries. Second, replacement of the expatriates by local recruited officers meant a break in tradition and hence created the need for a home for older records which had less significance for the new generation of officials than their predecessors.

Third, the achievement of independence implied the existence of new national consciousness which in turn led to the emergence of a new "school" of national history requiring a body of evidence on which to work. Hence the need for some sort of organization to care for it and make it available for research. And this was favoured by two factors; first is that the structure of government and civil service procedure in East Africa remained the same as in Britain; and second, openness of relatively inexperienced ministers and permanent secretaries to new ideas and especially technical ideas and hence readiness to follow advice. The necessity for archives services for Tanzania is clearly stated in the President Circular that inaugurated it. It states:

Even in a newly independent country continuity of administration has to be maintained and a future policy must be to a considerable extent be based on past experience and knowledge of past mistakes.

If the culture of indifference was a real factor, the archives services in Tanzania might have even failed to take off. But this is not the case.

PROBLEMS OF ARCHIVES ADMINISTRATION IN TANZANIA

Legislation

Some studies attribute archival failures in developing countries to the poor legislation. That means it is not properly set as once as the case with Malaysia (1982) or it does

not exist as with Uganda at present. Again for Tanzania this is only partly true (Posner, 1971).

The National Archives Act in Tanzania, was passed in 1965. Compared to other countries legislations where archives services are highly efficient such as USA and UK, Tanzania's legislation is not seriously faulty, except for two aspects to be discussed below. The Act of 1965 and its amendment of 1979 has almost all the requirements of an appropriate archival legislation, as suggested by Eric Katelaar. It defines records and archives, public and private archives, it stresses inalienability and impressibility of public archives; it stipulates the functions of the archives, the duties of the Director and the Minister. It establishes the advisory council. These are, at least, the main elements to be found in the archival laws of most countries.

The weaknesses I hinted above are records management program and Tanzania's legislation. In the Act of 1965, and the amendment of 1979, records management program is not anywhere directly mentioned in the substantive law. Records management program is only in circulars no.2 and no.5 of 1966. In the 1979 amendment, the archives advisory council became national archives and records management council; but the program is still not mentioned in the substantive law. Though some scholars oppose such a detailed formulation, I strongly support the US Federal archival legislation. In that legislation, several chapters and sections are devoted to legislating records management substantively, and not in regulations and circulars. For example, chapter 29 is all about records management program whereas section 2902 is about records management surveys and reports; section 2905 is about establishing for retention schedules; section 2906 legislates Director's inspection of the records management program. Most importantly, chapter 31, section 3101 orders that: "the head of each Federal Agency shall make and preserve records containing adequate and proper documentation of the organization, functions, policies, decisions, procedures and essential transaction of the agency ... and section 3102 orders the head of each Federal agency to establish and maintain an active continuing records management program for the economical use and efficient management of the records of the agency. Tanzania needs a legislation of this kind, because it is stronger and can pin down everybody concerned with records management and archives administration when things go wrong. Regulations given by government top officials are not always observed.

Another weakness is not giving the standards of records repository not even in regulations. Again, it can be argued that this is too minor. In Tanzania, that omission has had serious effect on the archival administration. It explains why it has been possible to stay without power in the National archives in the tropical climate for twelve years without anybody questioning it. It explains why the administration can acquire just any building for archival depository in the zonal archives, and without even the prior inspection of the Director himself. Because in Tanzania he is not bound by either law or any regulation. But the present administrative breakdown cannot be wholly explained by these weaknesses in the legislation.

Resources

Though resources is a major problem in archival services especially in developing countries, in archival literature the issue is not sufficiently addressed. However, few scholars admit that the archival institution in developing countries generally are operating with very scant and inadequate material and financial support. First is the urgent need for development. This seems to have clear priority over cultural concerns in allocation of the available resource. Second, is the need to improve standards and conditions of living housing and transportation etc. Third, there should be emphasis on education and training to provide leadership and professional and technical expertise and release latent capabilities of whole population where illiteracy is high. Fourth, unifying diverse racial and social elements is essential to bringing about cohesiveness and a sense of common identity and united purpose. In obtaining this objective the printed word and mass media seem to be more effective than unpublished records and the archives. So for the purpose of propaganda, it is more expedient than authentic evidence of the past. Fifth, effects of the typically tropical climate in developing countries make the task of preserving original records difficult, expensive and disproportionate to the research value of records. Sixth, the support of historians is divided and uncertain. Some are more interested in obtaining microfilm copies from abroad than in promoting the establishment of local repositories. Seventh, serious lack of trained archives and records management personnel deprives local leadership and adds to the difficulty of diverting scarce resource to an area of low priority. And finally where records management and archival system do not exist a need for them and understanding of their value is not felt and is difficult to explain convincingly without being able to demonstrate the effects. One economist has given some theoretical underpinning of the above reasoning. He points out that all this may be justifiable since archives are economic institutions that use land, labour, capital and raw materials to achieve human objectives. Therefore ideally, the society will invest in archives to the margin where an increment of spending in this field will yield smaller benefit to society than will other investments, though this optimum is impossible in practice. He further points out that the value of greater spending in archives has to be compared to the hypothetical cost of foregone opportunities. All the above seem to apply to Tanzania very well. Tanzania has an urgent need for developing higher standards and conditions of living; it emphasizes education and training to provide the leadership, professional and technical expertise. So apparently the priority for archives can be low.

Moreover, in the case of Tanzania, it can also be pointed out that the archival institution may have suffered not only because of the above general considerations, but also in the period under consideration, from a unique adverse economic history. Between 1973 and 1984, Tanzania had undergone severe economic problems which could have been responsible for throwing the administration in the National Archives into desperation. These economic crises were: the oil crisis of 1973, food crisis, fall in the prices of cashcrops, breakdown of the East African Community and most important, the war with Iddi Amin.

The breakdown of the East African Community, the oil crisis and the drought of the 70s were problems which affected Tanzania economy and perhaps led to confusion of priorities. The collapse finally came in December 1977 after a long strained relation between Kenya and Tanzania. The effects to Tanzania were enormous in terms of resources. It involved setting of a new Railway Corporation, Post and Telecommunication and harbours.

The final blow came in 1978-79, when Iddi Amin invaded Tanzania. Tanzania that year experienced exceptional difficulties. The economic cost of the war was crippling. The war started in November 1978 and the government was compelled to take some financial measures. The war cost 250m shillings of which 100m. was in foreign exchange. This led to a very bad economic situation which did not improve until 1981, when the country's economy hit the rock bottom. The situation began to change from 1985 and peaked at the end of 1980s and the early 1990s. The National archives was operating under these difficult conditions. More research is needed to know how much the government had deviated from its priorities and how much the National archives had been affected financially. Unfortunately the National archives had been affected financially. Unfortunately the National archives published no report during this time.

However, Musembi has critically argued in second position and I concur with him that "perhaps the greatest cause of problems in archival institutions of developing countries is poor management by archival authorities" and that "this factor alone perhaps more than anything else explains why some archival institutions in the region have lagged so much behind in developing archival programs" and most important factor is the "uncommitted leadership on the part of the head of the institutions" which seriously weakens the official support by the government.

Musembi's arguments do take into account the fact that the archival operations form a tiny cog within a big wheel of political and economic system and that there are many cases in which the archivist is caught up with many problems relating to finance. In the Tanzanian case, it may be difficult at face value to tell whether the reason for the poor performance is the government withdrawal of support because of the economic problems just described, or lack of committed leadership on the part of the archival institution which led to the government's weak support and consequently poor performance. Some discussion on the issue of management is therefore important.

Management

Management skills are just as important to archives administration as other resources. Management of archives administration is nothing but applying management skills to archives as an entity to be managed. It is not enough to know only the processes of archives administration such as listing appraisals etc. It is more than that as one scholar puts it "A man who knows only the skills and techniques without understanding the fundamentals is not a manager, he is at best a technician. It is probably the difference in putting into practice these fundamentals that differentiates archival services among developing countries which might have faced the same kind of economic problems (Worthy, 1984).

The fundamentals in management theory include first of all knowing the job, setting objectives, organizing to meet the objects, management by participation and lastly evaluating performance. We can consider some of these against the management of archive administration in the National archives of Tanzania.

To take the first fundamental principle, a successful manager must know what he is managing. Worthy (1984) emphasizes: "I would therefore say that the first and most important qualification for successful archival administration is a firm grasp of archival functions and procedures." The administrators in the National archives of Tanzania should know the job, should know the functions and procedures of archives, having received training abroad and most important after having worked in the institutions for more than twenty five years. But things are falling under their feet. They may have problems with other fundamentals.

In the archives administration, setting objectives means that the purposes for which the archives services were set must be clear and *vigorously* pursued. This is what the pioneers of the National Archives of Tanzania did. They had clear objectives in place first and then pursued them vigorously. Now this vigorous pursuit must be done with the help of the establishment, or an instrument which is very close to the mother organ. In the case of the National Archives of Tanzania that organ was the National Archives and Records Management Council. The Council was a very useful tool to the management of archives administration in the National Archives, because it consisted of almost everybody who mattered, whose influence can mean something to the National Archives; the ruling party secretary, representative of Chamber of Commerce, and most important a representative from the Treasury itself. There cannot be a better council than this one. But the administration of the National Archives of Tanzania has allowed the Council to die a natural death, and at the same time complain of limited government support. It seems that the last Advisory Council was that of 1968-70 whose Chairman was Pius Msekwa the then National Executive Secretary of TANU. Since then neither the Director nor the Minister had ever pressed for another Council after the term of that Council had expired. This is the most serious management weakness of the National Archives. The National Archives Act of 1965, as amended in 1979 Section 17 subsection 3, as we noted above stipulated that the function of the Council shall be to advise generally on the management of archives and records and in particular, "to advise the Minister on" among other things "the management and operations of the National Archives." It is difficult to know how and why the National Archives has operated without that Council for all these years. It can be stated here that had such a strong Council been in place, such an administrative breakdown in the National Archives would not have been tolerated.

A very important aspect in setting objectives is the establishment of priorities. Selectivity is very important because the National Archives as we have seen was operating in a gloomy economic situation. Resources were scarce. So, to achieve anything significant there must be a concentration of resources on a few well defined objectives. Activities that do not contribute meaningfully to archives services must be

avoided no matter how important and appealing they may be from a personal or even professional viewpoint. "The greatest menace to successful archival administration is the failure to establish realistic priorities" contends one archivist. (Makando) And I think this menace has once prevailed in the National Archives of Tanzania. I shall point out one example — the establishment of the zonal archives at that particular time of economic difficulties.

That move must openly be criticised. The Minister must have been badly advised to take such a move. In the midst of severe economic crisis and shortage of manpower and great demand for training for the establishment, the zonal archives were not at that particular time and until now a priority. An obvious consequence is that they cannot be administered and therefore they do not achieve the objectives they were set for. The conditions of these archives is best described by one report by a staff member who seem to be not impressed by the move. It is worth quoting *in latum*.

The National Archives operates 5 (five) outstations. All these stations are extremely poorly staffed, inadequately funded the physical facilities do not conform to archival standards. Except for the Arusha station which is directly under the National Archives, all others are under the control of regional cultural officers. This administrative arrangement often leads to lack of efficiency in the part of the officers who happens to be on secondment to these stations. It also makes it difficult for the Director of the National archives to exercise direct control over professional matters in these regions. Hand in hand with the above mentioned problems is the fact that (outside stations) are placed under the cultural officer who is not answerable to the Director of National Archives and is required to place Records Management in his budget. The problem is worsened by the fact that, officers who supervise the day to day activities of the archives in the regions have absolutely no knowledge in the field of archives and records management. (Cook, 1978).

To every archival professional this account is a very serious matter. And from what I saw in Mbeya this is a true account. What is observed here is that the zonal archives are not only poorly funded and manned but also the administrative structure is a confusion between the archival authorities and cultural authorities; who is answerable to who. But the point is that why did the Minister see it fit to establish zonal archives as a priority archives which cannot be managed?

As pointed out earlier, the National Archives storage room has no electricity and therefore environmental control is difficult to maintain. To all intents and purposes, this was the first priority in archival administration, after successfully having the building in place. However, the administration instead, was ready to build for Mbeya archives and building worth many more millions than wiring the records storage room at the National Archives. The problem was and still is selection of the priority.

Lack of sense of priorities is also somehow reflected in the allocation of the little funding obtained for the National Archives. If we look into the 1993 budget allocation for example, we see the following:

Description	Amount (Tanzanian Shillings)
Personal emoluments	10,282,800
Travelling	2,331,000
Office expenses	710,000
Running expenses	2,606,100

Miscellaneous :	
Publicity and Publication	—
Microfilming and Photocopying	340,000
Binding and document preservation	300,000
Purchase and acquisition of archival material	50,000
Replacement:	
Plant and vehicle	—
Office and equipment	—
Technical equipment	—
Office furniture	100,700

Source: File NY/F20/30.

*500T/Shillings = 1 US Dollar

I may be wrong but the allocation seems to me to be strange from the view point of priorities. The very core of administrative works and their means have been allocated little money or no funds at all. How can purchase and acquisition of archival materials be given only 50,000, while travelling 2,331,000? And how can binding and conservation of documents be given only 300,000, and office expenses get 710,000? How can vehicle, the means for archival work be given nothing, and office furniture 100,700. And the year before the item was given 1,224,710.

Coming to another fundamental, organizing to meet the objective, that is also important especially for Tanzania. Once the objectives have been selected there must be a kind of struggle to achieve them by all means. It is not enough to contact key persons in the government, though important but a sort of a campaign to inform the public and the authorities of the importance of archives and records management, especially during economic hardship. The campaign should emphasize that archives and records management systems are vital component of any economic planning and especially when the economy is a gloomy one. It should impress upon the government that all the plans for economic recovery depend heavily on decision making. But the government departments as decision makers need information when making the decisions. The speed at which decisions are made and the quality of decisions depend on the availability of information which enables all relevant factors and issues to be considered before a decision is made. And the availability of information depends on the way in which the records or data has been organized. But this organization is achieved through records management and archives administration. The archives administration could also impress upon the donors such IMF, UNIDO, UNDP, IBRC, and others that unless they support records management and archives administration, the efficiency of the implementation of the projects they are funding is at stake. The point here is to be active. The government has just too many people to listen to. But the one who pesters most is the one who is more likely to be listened to first. Why was the National archives so passive? Some would say it lacks manpower. It is worth looking at it separately though it is very much interlinked with management.

The Problem of Manpower

The literature on the importance of manpower and training for archives management is probably disproportionately abundant. Many scholars have urged for more recruit-

ment and training for archivists in developing countries in various fora, journals, books and international symposia. The importance of training for archivists is therefore well known.

In Tanzania, however, training and recruitment is not only not well established but also is not effective, as will be shown soon.

However, from the above, we can observe several weaknesses in the National Archives of Tanzania. The first one is that the professionals form a very minute fraction of the whole establishment, only 5% (i.e. 3 out of 26). Hence in the National Archives of Tanzania, the majority consists of para-professionals who have only professional training without sufficient general education in archival profession. This has a very important bearing on the final level of performance, since the broad understanding of other subjects contributes to the general level of understanding and culture of the individual and the society. It is only on appropriate level of general education that satisfactory professional education of training can be based. Many people have shown why Tanzania has failed to attract graduates and to keep the new who are there. Low pay and incentives are the major problems as one report says:

The National archives has no scheme of service of its own. Efforts to come up with a comprehensive scheme of service, has so far not been successful. This lack of scheme of services has been a hindrance in the staff development of the department. Many young graduates joining the department. Many disillusioned... and have had (sic) to resign or disappear. (Makando).

The second observation is that there is too much reliance on in-house training. Half of the staff is in-house trained (13 out of 26). That is unhealthy for effective archive administration. Because in-house training much as it is common, perpetuates the standards and the outlook of the old hands. Cook has a sound critique of this system:

Traditional practices are all very well when they are actually sound practical methods but when they are themselves only half understood carried out at a depressed rate of production not well or are not successful when measured against objectives their continuance is not to be encouraged. (Cook, 1978).

These weaknesses in manpower recruitment and training in addition to the economic problems must have hampered effective archival services in the National archives of Tanzania. For it is believed that countries where the system for recruitment and training is less effective may be recognised by their lack of success in developing archive and records management services. "Countries where training is non existent or ineffective demonstrate inability to maintain viable services."

CONCLUSION

The archival services in Tanzania arose out of the need for archives administration and records management. This enabled the pioneers in cooperation with the government to lay a very good foundation for archives administration and records management, though they did not inherit much from the colonialists in this aspect. The pioneers succeeded in putting the legislation for archives in place, introduced records management program, initiated the idea of a Record Centre for government departments and made as many acquisitions from the government offices in the country side as

possible. But in the following years, all these had been had been eroded by a combination of economic problems, shortage of skilled manpower on the one hand, and poor management on the other.

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THE TREATMENT OF AFRICAN DOCUMENTS BY THE LIBRARY OF CONGRESS CLASSIFICATION SCHEME

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ABSTRACT

The paper examines the treatment of specific African subjects by the Library of Congress Scheme and found that the scheme was deficient in political science, African literature, African history and local government and suggested some amendments.

INTRODUCTION

There is no doubt that the Library of Congress classification scheme is one of the modern schemes which majority of African Libraries admire and embraced because of its advantage of expansiveness. The Library of Congress Classification Scheme was designed and developed to serve the needs of the library of Congress only. Also the scheme was not based on any philosophical system for classifying knowledge. Rather it was designed to classify the collections of the library of congress and also for possible future expansions of the collections.

No one denies the fact that the system was intended for use by any library other than the Congress library. The Library of Congress scheme was therefore developed without any attempt to create a perfect general classification system which would be used by all major libraries in America.

Thus most of the problems encountered in the use of the Library of Congress classification scheme by other libraries result from its having been designed and developed for a single library with its specific services and collection.

This observation should not be seen as an attempt to discredit the Library of Congress classification scheme, but to build it even stronger as one of the much cherished classification systems in the field of librarianship. The love and admiration of the writer for the scheme is never in doubt but this does not mean that changes for better are not in order especially as they affect African documents.

THE INADEQUACIES OF THE LIBRARY OF CONGRESS SCHEME

The Library of Congress scheme came into Nigeria after some of the existing libraries had adopted the Dewey Decimal Classification for public libraries and the only existing University before the 1950s, the University College Ibadan, adopted the Bliss classification system. In those days the few libraries that used the Library of Congress scheme found it adequate for the type and size of their collections. Also at this period very little was known about the African book industry and the tertiary institutions were very few.

As observed by Ojo-Ade (1988) "the few hundred imported books came already catalogued and classified with NUC cards". Also at this time only very few courses were offered and these courses were foreign literature oriented. So the Library of Congress scheme was very adequate for the needs of the libraries. By the mid-1960s many colleges of arts, science and technology had been up graded into universities. This new development in education coupled with the growth of political awareness in the wake of national independence for Nigeria and other countries, had generated the publication of materials dealing with African topics.

The establishment of Institutes of African studies in all the universities further encouraged the tempo. With the variety of materials in hand, it then became difficult for classifiers to use the Library of Congress to classify their local materials as minutely as the topics deserved. Bad collocation and allocation of number for African countries and form divisions within them became apparent. As observed by Soyinka (1975):

1. Very few numbers were made available to African countries but within these general inadequacies, Egypt and South Africa were well provided for.
2. African countries were grouped into two) under:
 - a) "Native states e.g. Ethiopia and
 - b) As former colonies of French or former French possessions."

This grouping left the impression that both did not have any "history" prior to "European Colonization". This unpleasant impression can best be analysed by anthropologists and the archeologists. Since this is not within the scope of this paper, the writer does not intend to dwell on this.

These inadequacies cut across all the classes where geographical and historical treatments are called for, but with political science, history, literature and social sciences being particularly affected, the problems with languages and ethnography will be considered later in the paper.

It is however true to say that the Library of Congress classification scheme came into being when very little was known about Africa. Amankwe (1972) supported this view when he observed that:

In pointing out the short comings, we are conscious of the fact that . . . most of the Library of Congress classification were developed in the first half of this century. We are also aware that the makers of these schemes had little information on Africa with which to work.

This view may be correct to some extent but Ojo Ade seems to disagree with the up to dateness of the scheme when she questioned the continuous oversight of information from Africa by the revisers who have published two or three revisions of the Library of Congress scheme since its inception. Ojo-Ade went further to observe that:

A look at the research interest of many European and American based institutions from the late 1950's showed that the revisers of the Library of Congress have not been starved of information on Africa. This period was when most African countries shed their colonial ties and a remarkable interest in these countries had been generated for political and economic reasons.

Also Library of Congress in its efforts to collect all available publications in the world established regional offices in all their areas of operations. Also there were long standing research activities and publications of European based institutions like Africa institute and School of Oriental and African studies of the University of London which

contains a lot of materials on Africa. Therefore the argument that there were little or no information on Africa cannot be acceptable. Ojo-Ade however believes that one of the considerations for the poor coverage of African documents by the Library of Congress must have originated from the LC's plan to serve America and the needs of the Congress library itself.

In fact the Library of Congress has become an international tool and so must make accommodation for various national interests. Two interesting factors might be responsible for the lack of the will to make far-reaching revisions as they affect the African countries. These include:

- (a) The political and economic instability of the African countries and
- (b) The enumerative nature of the Library of Congress clarification scheme.

It is true that a lot is happening so fast in Africa especially on the political scene that no classification scheme would be able to cope as revisions would require the use of many materials from time to time and this may lead to classification dissatisfaction of the general users.

The other factor that an enumerative classification does not lend itself to request revisions is as obvious as the structure of the schedule is always laid at the very beginning based on contemporary and acceptable literature and to insert a number of new concepts later is to upset the whole scheme. It is of course worth mentioning that the Library of Congress does not claim for itself the comprehensive, all embracing property that many libraries wish for it, but rather its limited elasticity is often admitted by officials of the Library. Immroth (1971) confirms this and also offers some hope of improvement in the future.

The Library of Congress classification being completely based on the library's collection is co-extensive in scope with the books therefore, the scheme is comprehensive, but not truly universal at the present time.

Few Examples of LC Inadequate Treatment of African Countries

In the J (Political Science) class, the constitutional history and administration of countries are treated as major sub-classes – Thus:

- JK – United States (9999 numbers)
- JL – Latin and British America (4000+)
- JN – Europe (9000+) and
- JQ – for Asia, Africa, Australia and Oceania (6000+).

The result is obvious that out of the 6571 numbers developed (with a few gaps here and there 2040 (i.e. 1870 – 3981) numbers were assigned to Africa. South Africa takes 850 numbers (1900 – 2751) while the rest of Africa shares the remaining numbers. The tables to be applied also emphasize this imbalance.

For example: Table I has 100 numbers

Table II has 20 numbers

Table III has 10 numbers

Table IV has only one number.

Of all the countries in Africa, only Egypt and three South African States (the Cape Province, Orange Free State and Natal) qualify for 100 numbers. Nigeria, Ghana

and a few others are given 20 numbers and the rest fall into the 10 and 1 number categories.

In J5 (Local Government) the Library of Congress is no more generous to the African and Asian countries; so also is the JX (International Relations).

In the H (Social Sciences) class the tables of Geographical Divisions also give a picture of the general provisions made for Africa in the schedule itself. For example: Table VII gives 70 numbers to Africa, 270 to Europe, and 60 to the West Indies. Out of the 70 for Africa "Africa general" has 10, Egypt 10, British and French possessions 10 each, German possession 5, Belgian Congo 1, Italian possession 2, Portuguese possession 9½ and Native States 10. This means that no individual country except Egypt and the Congo is given any number. The same arrangement goes for tables VIII and X and in fact with minor differences in all the other tables.

In PR (English Literature and Literature in English) Ninety-seven (PR 9800-98-97) out of the 98 numbers made available to African literature were assigned to what is termed "General, and States now forming South Africa" (See library of Congress PR, PS, PN, PZ class in 1915 ed reprinted in 1964) and only "ONE" number (PR 9898) to the rest of Africa. Moreover, a distinction between African authors and others from other parts of the world could not be made as they were all lumped together in PR 1800 - 6049.

Under the GN 307-875 Ethnography and Ethnology; and Ethnography and Races in DT, there is no clear-cut instruction as to when to classify a book in one class or in other. The reference under Ethnography in DT to GN 643 is ambiguous because individual peoples are listed in DT 16 as well as under regions all over DT. Moreover, in GN, the classification of the same people across regions is not possible. For example, Fulahs (Fulanis) in Central Africa is in GN 652.F9 while in Nigeria it is in GN 653.F9, but not for the Fulahs of West African or the Sahara region. Likewise there is provision for the Bantus in Southern Africa GN 657 B; in East Africa GN 659.B2 and Central Africa GN 652.B2 but no one number for Bantus in Africa as a whole.

In the African section of the PL - African languages - Languages are listed alphabetically. There is an attempt to list special families of those languages. In the 1935 edition (class P - sub classes PJ - PM) only Bantu and Sudanian were identified as special families with Nilotic added in the 1965 edition, but in both editions, no attempt is made to show the relationship between the individual languages listed and the special family, i.e. which languages are sub groups of Nilotic or Sudanian.

The question of the continued treatment of African countries as affiliates of their colonial masters is just as provoking to classifiers as if the existence of these states are still fully dependent on the colonial states. Regional blocks in Africa are referred to as "British former Britain" "French or former French" possessions etc., and every historical or geographical treatment is in terms of whether it was a former or a present colony of a European country or whether it was a "Native State" for example:

DT 471 - 720 is West Africa West Coast

471 General works

472 Upper Guinea

477 Lower Guinea

491-518 British West Africa

521-584 French West Africa

591-617 Angola (Portuguese West Africa).

This division as shown above gives a totally different view of the countries that constitute West Africa to many people.

JQ Constitutional history and administration and JS - Local government of Africa, Asia, Australia and Oceania, are grouped as British, Dutch, French, Russia United States possessions and Native States. This type of arrangement thus hinders a contiguous treatment of countries. Topics which cut across colonial blocks are treated under general number in the region or a more general number under Africa. The issue or discussion of constitutional history of West Africa or African countries was not provided for by the 2nd edition of J class (Reprinted in 1956 with additions and changes). Also, in JS - Local Government, books on the local government in the British or French West Africa were difficult to classify under the provision of the class.

SOME SUGGESTIONS ON ITS AMENDMENT TO THE POOR TREATMENT OF AFRICAN DOCUMENTS

There is no doubt about the reputation of the Library of Congress classification scheme as a good scheme for organising large research collections. For this reason it is used primarily by academic and research libraries. In Nigeria, for example, it is used by all the university libraries, the National library, the International Institute of Tropical Agriculture, the Nigerian Institute of International Affairs NIIA etc. The scheme allows for the growth of new ideas of knowledge with very little occasion for major reclassification. The Library of Congress scheme is also supported by a long established and well financed body - the Library of Congress. Many classification schemes have faded away or lost their importance because they were poorly funded as such could not meet the rapid change in the world of knowledge explosion. The classification scheme is also continually revised and up dated, the changes being recorded in the *quarterly LC classification - Additions and changes* issued by the Library.

With the above stated encouraging reputation on the Library of Congress classification scheme, the writer wishes to suggest some amendments to the poor treatment of African documents as follows:

In JQ (the constitutional history and administration) class for Asia, Africa, Australia and Oceania which are lumped together with only 6000 numbers, there is need for the separation of these regions. The suggested break up should be:

JQA for Asia

JQB for Africa

JQC for Australia

JQD for Oceania, and each should be provided with adequate numbers as class JN - Europe - (9000) numbers and the tables to be applied should also be adequate.

In the Social Science (class H) the tables of geographical divisions show clearly how Africa is not adequately cared for in the Library of Congress classification scheme. Africa as a whole is provided with only 70 numbers to share among its countries while Europe is given 270 numbers. It is the writer's suggestion that the tables should be revised so that Africa, with its numerous countries should be given 300-500 numbers.

In PR (English literature and Literature in English) only one number PR 9898 is provided for Africa (except South Africa which is provided with 97 numbers). One may not be missing words to say that an element of racial discrimination is allowed to play in the above allocation of numbers. Or could it be because the revising committee of the scheme has very keen interest in South Africa, that is why there is no distinction between African authors and others from other parts of the world. It is the opinion of the writer that the following suggestion should be considered by the revising committee of this particular sub class.

ENGLISH AUTHORS

(Starting to public around 1950)

PR 6051 A

.L36 Aldiss, Brain

.L365 ALDRIDGE, James

.N37 ANDRUEW, Prudence

.R34 ARDEN, John

PR. 6052 B

.A75 Baro, Garden

.A78 BARSTOW, Stansley

etc.

(All authors names are not real)

WEST INDIAN WRITERS IN ENGLISH

PR 9239

.A66 Allen, Oslo

.A661 Anthony Michael

etc.

ASIAN WRITERS IN ENGLISH

PR 9251

.A61 ANAND, Muth Raj

.D88 DESANI, Govindas

etc.

AFRICAN LITERATURE IN ENGLISH

(9700 - 9797 TABLE 8)

PR 9706 History and Criticism general

9708 History and essays lectures, Addresses etc.

9748 Anthologies

9754 .G5 Ghanaian collections

.N5 Nigerian collections

...

...

...

9780 Fiction collections

etc.

PR 9797 A

- .B28 ABBS, Akosu
- .B71 Abraham, Peters
- .B78 Abruguna, J.W.
- .C53 Achebe, James
- .G85 Ogunfumiwa, Cletus
- etc.

PR 9798 B

- .A85 BASNER, Miriam
- .E3 BEN, David
- etc.

(All author's names bear no real names)

However, if this suggestion is not workable the revising committee of this section can provide PP for African literature in English. So far the notation PP has not been assigned yet and since the Library of Congress has made provision for new areas undiscovered, African literature should be declared a new area and new notation assigned.

In the PL - African language, some amendments need to be made to allow for full representation of the latest development in African languages. This is necessary because of the multi language structure of the African countries.

A proposed amendment could be as follows:

(a) BANTU Languages and Literature

PL 8024 Language and Literature

8025 Language general

.1 Dictionaries

.2 Grammar

.3 Phonology

.5 Texts

.57 Sentence structure

.7 Etymology

etc.

(b) BANBARA Language and Literature

PL 8049 .B3

.B3 .A3 Dictionaries

.B4 Grammar

etc.

(c) BINI Language and Literature

PL 8077

.A3 Dictionaries

.2 Grammar

.3 Language

.4 Phonology

.5

.6 etc.

(d) (i)	EFIK	Language and Literature	PL 8147
(ii)	EME	Language and Literature	PL 8153
(iii)	FULANI	Language and Literature	PL 8181
(iv)	GWARI	Language and Literature	PL 8227
(v)	HAUSA	Language and Literature	PL 8228
(vi)	IBO	Language and Literature	PL 8223
(vii)	TIV	Language and Literature	PL 8526
(viii)	YORUBA	Language and Literature	PL 8421
		etc.	

The above allocation should be divided like A – C above to give room to the various aspects of these major languages literature components.

CONCLUSION

Cataloguers and classifiers in Africa, are surprised that the Library of Congress classification scheme is still treating African countries as affiliates of their colonial masters after years of independence. One may also add that the revisers of the LC classification scheme need to keep with the current trend in the world over and adjust to the current developments. Regions in Africa, for example, are referred to as "British or former British, French, German, Russian, etc. possession: It is therefore important to advise the revising committees of the scheme to use the country or proper regional names and not just regard them as affiliates.

However, there are a lot of poor treatment of African documents in the Library of Congress classification scheme which the writer cannot possibly mention here because of space and time. The writer strongly feels that the old belief that the LC scheme was made for the collection of the Congress library should be thrown out as LC has actually become a UNIVERSAL SCHEME which is embraced in many countries all over the world.

Having known the fact that the originators of the Library Congress of Classification schemes had no library in mind other than the congress library when designing the scheme, it is advisable that libraries using the scheme in any country should come together to solve whatever problems they have with the scheme. This calls for local modification of the scheme by the libraries.

An attempt to do this was made by the Nigerian Library Association in 1986 in which according to Ojo-Ade "a class in which modifications had been effected was assigned to one library and later was expected to collate all the available modifications from the other libraries, harmonise them and come to the second seminar with a working paper.

This great assignment was either not done or poorly executed as no meaningful result was obtained from the exercise. The luke-warm attitude of the librarians clearly express our lack of seriousness to solve whatever inadequacies we may discover on the Library of Congress classification scheme.

RECOMMENDATIONS

It is worth mentioning at this stage that African Libraries' over dependence on revised Library of Congress classification should now be a thing of the past. In fact African librarians should convene conferences and workshop to tackle all the problems the L.C. poses. The efforts of the Nigerian Library Association, even though it has not succeeded, is worth commending and an international conference on the modification of the L.C. to suit African documents will be highly commendable. The Americans will never solve our problems for us. African problems be it political, economic and document placement on our shelves in our libraries should be addressed and solved by Africans.

Also an international conference of African university librarians and lecturers of cataloguing and classification courses will go a long way in finding a solution to inadequacy problems of the L.C. on our documents.

Also an African classification scheme for the use of African libraries is long over-due in view of our unanswered cry for changes and suitable modifications on the treatment of African documents in the various classification schemes. African librarians need to borrow a leaf from Dr. S. R. Ranganathan, the originator of the colon classification scheme who shunned the western originated classification scheme to establish "an Indian classification scheme".

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LEGAL ISSUES CONCERNING THE MANAGEMENT OF RAILWAY RECORDS IN KENYA

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ABSTRACT

The paper examines how the records of Kenya Railways meet the information law agreements with respect to the creation, preservation, access and research. The study reveals that there is no proper policy as to meeting these requirements. While in some offices, records are kept indefinitely, in some other offices records are destroyed without proper authorization. The paper concludes that there is a need for an analysis of legal issues governing Railways records so that all legislations and regulations affecting the management of the records can be harmonised.

INTRODUCTION

Information exists in many formats. It may exist in books, periodicals, correspondence files, reports, microforms, maps, photographs or in machine readable formats. Recorded information at the Kenya Railways is available in all these formats. The discussion that follows deals with legislation and regulations concerning railway records in paper based formats. This article argues that the lack of a comprehensive legislation or regulations in Kenya embracing all phases of the records life-cycle affects the maintenance and use of railway records. This article further argues that because of historical links with Tanzania and Uganda, railway records are also affected by such international laws as the Vienna Convention on the Law of Succession in Respect of State Property, Archives and Debts. Similarly, railway records are subject to a host of bilateral and multi-lateral agreements which Kenya has entered with donor agencies on behalf of the Kenya Railways Corporation.

Records and the Information Law

The legal provisions governing the creation, maintenance, use and disposal of railway records are not found in any one particular place. Various pieces of legislation and various regulations affect railway records and in some cases records are affected by different pieces of legislation at the same time. For example, whereas some laws clearly specify the minimum period for which records must be maintained, others merely state the requirement to keep records but do not specify the retention period. Personnel records for instance are subject to the Factories Act, the Pension Act, and in the case of accidents, the Workmen's Compensation Act. As Railways is one of the main providers of public transport in the country, railway records are also effected by the Insurance Act as well as the Public Health Act.

Skupsky (1989) an American records manager, argues that a clearly stated specific requirement to keep records may be considered a "legal requirement" whereas more imprecise areas of law may be viewed as "legal considerations." Knoppers (1989) a Canadian information scientist asserts that legal requirements and legal considerations taken together, constitute "information law." He further defines information law as:

any law, regulation, code (or part thereof) that requires the creation, production, retrieval, submission, transmission of recorded information or that places conditions on the access and use, confidentiality, reproduction, sale, sharing or handling of recorded information.

Moreover, Knoppers goes on to assert that records managers and other information professionals cannot ignore information law which:

- establishes the overall legal and regulatory requirements for the handling of recorded information,
- establishes specific criteria and conditions for the creation or collection, storage, processing, access and use, flow, destruction etc of recorded information.
- introduces the concept of accountability for information management i.e. accuracy, integrity, relevance, timeliness etc.,
- introduces the concept of rights with respect to information, e.g. data protection, financial disclosure requirements etc, and
- may introduce third party arbitration and the need to justify action with respect to information handling.

Compliance with the requirements arising from information law as applied to records management can be divided into three broad categories, namely mandatory, reactive and discretionary requirements.

Mandatory information law requirements are those which require the organisation to retain certain records for specific periods of time. The requirements often state a specific retention period or a specific procedure to be followed in order to admit the records into evidence or submit it to a regulatory body. Examples of such legislation include financial laws and orders, audit legislation, laws of contract, etc.

Reactive information law requirements are those which require an organisation to react or respond to a request of a particular nature. Examples here include the Criminal Code, the Evidence Act, the Employment Act, etc. These laws should be able to establish unauthorised actions using records created in the normal manner of business.

Discretionary information law requirements are those where the organisation has the option of weighing the cost of compliance versus the risk of non-compliance. Skupsky argues that discretionary information law requirements raises such questions as:

- how long should we keep records if the law does not even require that the records be kept in the first place?
- how long should we keep records if the law requires that we keep them but does not specify a specific period?
- how long do we keep records which may affect legal actions during a statute of limitations period?

The discussion that follows seeks to show how railway records in Kenya are affected by information law requirements as well as international agreements in Kenya.

NATIONAL LEGISLATION AND RECORDS IN KENYA

The first question which must be asked is who owns railway records? This question is of crucial importance as all legal issues affecting the creation, maintenance, use and disposal of railway records revolves around it.

Railway records are the property of the Kenya Government. Schedule 2 of the Public Archives Act defines public records as "the records of any Ministry or Government Department and of any Commission, Office, Board or establishment under the government or established by or under an Act of Parliament." From this it is clear that since the Kenya Railways Corporation was established under an act of parliament, all its records are public records and therefore form part of government property.

Even though all public records are the property of the Government, the responsibility for their creation, maintenance and use is vested in the hands of individual departments and corporations. The Government only plays a supervisory role, notably through circulars issued by the Office of the President or by the Kenya National Archives. For instance, in 1985, the Head of the Civil Service and Secretary to the Cabinet issued a circular to all Heads of Departments and parastatal bodies in which he emphasised that it was the responsibility of ministries, departments and public corporations to provide appropriate accommodation for their non-current records in order to avoid loss, misplacement or possible destruction of such documents (Kenya National Archives, 1985).

Moreover, Section 4 (1) of the Public Archives Act, Cap 19 of the Laws of Kenya makes provision for the Director of the Kenya National Archives and Documentation Services to "examine any public records and advise on the care, preservation, custody and control thereof" of public records. Although this section empowers him to advise public bodies on the general management and care of records it does not authorise him to be involved in such matters as correspondence management, filing, records retirement, etc.

Ideally the Public Archives Act should make provisions for the Director of the National Archives to be responsible for all the stages of records as they pass through their life cycle. This will ensure that the responsibility of managing records is vested in one single office in the country. This deficiency in the Public Archives Act calls for amendment. For the moment the Kenya National Archives and Documentation Service has resisted any proposals to get involved with creation stage of records arguing that it does not have adequate personnel and financial resources to police registry officers. The need to manage records effectively is even far much greater today as the Kenya Railways Corporation goes through an administrative reform programme. (Mnjama, 1984).

Records Creation

As departments in the public service in Kenya have responsibility for the creation, maintenance and use of their own records, the Kenya Railways Corporation has made certain legal provisions regarding the creation and retention of certain records. Regulation No.10, under Section 6 of the Kenya Railways Corporation Act Cap. 397 of the Laws of Kenya makes it mandatory for the Railways Board to keep records of its meetings. The regulation requires that minutes and proceedings of the Board be made

available to any Board Member. Moreover, the act requires the Corporation to report to the Board all accidents other than those involving road transport. The following categories of accidents are to be reported to the Board as soon as practicable:

- accidents involving loss of human life or with serious injury to a person or property,
- accidents involving collision between trains or between vessels which may be carrying passengers,
- accidents involving derailments of trains or any part of a train carrying passengers.

The report to the Board should include details of the location of where the accident took place and, if it involved injury to any person, of the nearest police station and district administration official.

Section 27 of the Kenya Railways Corporation Act requires the Corporation to publish and submit annual financial reports to the minister responsible for Transport and Communications.

Moreover, as the Kenya railways Corporation is a public corporation, it is also subject to the State Corporations Act. Cap.446 of the Laws of Kenya 1986. The State Corporations Act states that:

Every state corporation shall cause to be prepared and shall not later than the end of February in every year submit to the Minister and to the Treasury for approval estimates of the state corporation's revenue and expenditure for the following financial year., accompanied with proposals for funding all projects to be undertaken by the state corporation.

Moreover, Section 14.1 of the State Corporation's Act further requires that every state corporation keeps or causes to be kept proper books recording all property, undertakings, funds, activities, contracts, and other business of the state corporation. The Act, however, fails to specify the duration for which these records must be retained.

In addition to these provisions, the Employment Act Cap.226 of the Laws of Kenya makes specific reference to the creation of personnel records. The Act requires each employer to keep a written record of all employees. Regulation G1300/1950 under Section 4(b) of this act stipulates that each employer must keep the following details for every employee:

- employees' identity certificate number,
- employees' name and his father's address,
- date of employment,
- type of contract,
- rate of wages.

These details are to be kept for as long as the employment lasts and will be needed for pension purposes and for payments of other terminal benefits.

Preservation of railway records

The Kenya Railways Corporation Act Cap.397 of the Laws of Kenya makes reference to the preservation of financial records. Section 26(1) stipulates that:

The board shall ensure that proper accounts and other records are kept in relation to the revenue and expenditure of the Corporation and shall ensure that within six months of the end of each financial year of the Corporation or such period as the Minister may allow in any particular case a statement of accounts of the Corporation is prepared in accordance

with the best commercial standards and any direction which may be issued by the Minister and submitted to the Auditor General (Corporations).

While the Act is silent on the manner or conditions in which records should be preserved, section 118(1) of the Public Health Act Cap.242 of the Laws of Kenya requires that any factory or trade premises must be kept clean and free from any offensive smell arising from any drain, water closet etc. It also requires the premises to be well ventilated so as to destroy or render harmless any offensive gases, vapours, dust or other impurities generated within the working environment. The Act further requires the premises to be properly lighted and ventilated so as not to be injurious or dangerous to employees working therein. Trade premises include the Kenya Railways Corporation registries and record stores.

In 1981, a Ministry of Health official inspected the record stores at the Kenya Railways headquarters and found that none of these requirements were being adhered to. The Health Officer made specific recommendations as to how these record stores should be maintained. The Kenya Railway Corporation has failed to implement any of the recommendations contained in the report. This is contrary to section 121 of the Public Health Act which states that failure to comply with the requirements of the medical officer of health constitutes an offence liable to a fine of Kenya Shillings 80.00 per day during the period of contravention. (Kenya Railways Corporation, 1981).

Access to railway records

Access to public records in Kenya is governed by the Public Archives Act Cap.19 of the Laws of Kenya and connected regulations and provisions. Section 6(1) of the Public Archives Act stipulates that public records that have been in existence for a period of thirty years be made available for public inspection. The Act further requires the Director of the National Archives to provide appropriate facilities for the inspection of public documents. As railway records are yet to be transferred to the Kenya National Archives, the Director cannot provide facilities for their inspection. Neither can he exercise his responsibility to provide access to these records. However, as the main adviser to the Government on all matters relating to public records, the Director is duty bound to ensure that the public's right of access to all records which are thirty years old is not hindered. Failure to do so reflects poorly on his role as the legal agent through which the public's right of access to public records can be channelled.

Although Kenya has no legislation relating to the freedom of information, it is interesting to note that the Evidence Act, Cap.80 of the Laws of Kenya, lays a basis upon which members of the public can obtain copies of public documents while they are still in the custody of the Kenya Railways Corporation. Section 80(1) of the Act demands that:

Every public officer having the custody of a public document which any person has a right to inspect shall give that person on demand a copy of it on payment of the legal fees therefore, together with a certificate written at the foot of such a copy of such document or part thereof, as the case may be, and such certificate shall be dated and subscribed by such officer with his name and his official title and shall be sealed wherever such officer is authorised by the law to make use of a seal and such copies so certified shall be called certified copies.

Section 51(1) of the Kenya Railways Corporation Act requires the Corporation to publish certain information for the general public. The Act makes it mandatory for the Corporation to prepare and publish:

- (a) a tariff book containing all matters which under this act are required to be contained therein together with such other matters as under this act may be determined by the Corporation and such other matters as the corporation may think fit,
- (b) such other books, timetables and documents as under this Act are required to be kept.

Section 51(2) of the same Act makes provision for the display of certain information at all railway stations. The section states:

that there shall be available for public inspection at every booking office:

- (a) a copy of the tariff book containing all amendments for the time being in force,
- (b) a list specifying the fares for the carriage of the passengers by the Corporation from the place at which the list is kept to every other place in which bookings are commonly made, and
- (c) a timetable of the passenger transport service operated by the Corporation.

Section 65 of the Regulations of Wages and Conditions of Employment Act Cap. 229 of the Laws of Kenya empowers a labour officer to inspect public records or to be provided with copies of these. Regulation 23(1) under the same Act empowers a labour inspector to:

Require the production of wages sheets, or other records of wages kept by an employer and records of payments made to workers by persons giving out work, and any other such records as are required by this part to be kept by employers and to inspect and examine these sheets or records and copy any materials or part thereof. Failure to produce these records to a labour officer constitutes an offence punishable under the Employment Act.

It can, therefore, be argued that the Employment Act requires the creation and maintenance of records, particularly those relating to personnel issues. Failure to create and maintain certain records is a criminal offence punishable under the Employment Act.

Another area mentioned by the Regulations and Conditions of Employment Act is the display of information which relates to proposals or wage regulations affecting employees. Such proposals or wage agreements are to be displayed in a prescribed language and manner as a means of informing all employees. It is hoped that original copies of materials displayed will be available in the files, which should be retained under specified retention periods.

Research requirements

Section 2 Sub-section (n.v.) of the Kenya Railways Corporation Act authorises the organisation to conduct "research connected with any existing service or facility provided by either party or in relation to any service or facility under consideration." As all research must be accompanied by data collection, for any data to be meaningful, it must be processed and preserved for future reference. It can therefore be argued that the need to conduct research implies the need to create and manage records effectively. The only example of research conducted by the Corporation in collaboration with other institutions is the development of a Kenya car which was officially launched in February, 1990.

Disposal of railway records

The disposal of records in Kenya is subject to the provisions contained in the Public Archives Act Cap.19 of the Laws of Kenya. Section 7(1) of the Act lays down the criteria to be used in the disposal of public records. The laid down procedure for the disposal of public records is as follows. A department wishing to dispose its valueless records must compile and submit a list of such records to the Director of the National Archives, who seeks authority to dispose the records from the Minister for Home Affairs and National Heritage. However, before seeking authority from the Minister the Director must satisfy himself that the records to be destroyed are either duplicates or records which are no longer required for administrative, legal, financial or other purposes. Once formal authorization has been obtained from the minister, the actual destruction of the records can commence.

In a recent memorandum from the Office of the President, Heads of departments and Chief Executives of public corporations were once again reminded that failure to follow these procedures constitutes a criminal offence. The memorandum further went on to state:

In the event that a Government Ministry or Department considers that particular records are valueless or for some other reason no longer needed for administrative purposes, the Director of the National Archives shall be notified without delay and requested to arrange for their appraisal and disposal. No public valueless records should be kept longer than necessary as this will result into wastage of public fund through uneconomical usage of office space and equipment.

Research conducted by the author indicates that in some District Offices such as Mombasa this procedure is not strictly being adhered to. This is a clear violation of this provision. When the attention of the Director of the Kenya National Archives and Documentation Services was drawn to this problem he opted to deal with it administratively arguing that "it is difficult for one Government Department to prosecute a sister department."

The disposal of accounting records is governed by financial orders issued by the Government. Sections 26 and 27 authorise accounting officers to destroy certain financial records after agreed retention periods. However, no records that are subject to audit queries may be destroyed under these financial orders. Certain financial records with archival value are supposed to be preserved.

The disposal of railway records is also subject to the Limitations Act Cap.22 of the Laws of Kenya. In addition to the conditions laid down in the Limitation Act, Section 87 of the Kenya Railways Corporation Act limits the period for which any legal action can be taken against the Corporation to a maximum period of one year. However, this does not imply that such records can be destroyed forthwith. They must still be retained to meet other legal requirements and considerations.

The disposal of personnel records is subject to various pieces of laws and regulations. They are particularly affected by the Kenya Railways Corporation Pension Regulations, 1983, the Kenya Railways Corporation (approved Special Retirement Scheme) Pensions Regulations, 1983; the Kenya Railways Provident Fund Regulations 1983 and the Kenya Railways Corporation Pensions (Increase) Regulations 1983. Although these regulations do not specify the retention periods for which

these records must be retained, nonetheless, they provide some guidelines upon which a retention schedule can be developed. Regulation No. 14(b) of the Kenya Railways Corporation (Pensions) Regulation, 1983 stipulates that when a pensionable officer dies, pension will be paid to his dependants for a period of five years. On the other hand, Regulation No. 15 (ii) of the same regulations stipulates that when a pensionable officer dies as a result of injuries received in the actual discharge of his duties or in circumstances specifically attributed to the nature of his duties, the Corporation will pay pension to a child or children of the deceased until the child attains the age of twenty one years. Records relating to such cases must therefore be retained for a period of more than twenty years.

A critical review of a recent memorandum issued by the Office of the President giving guidelines on the retention periods for personnel records indicates that the retention periods proposed did not take into consideration all the legal requirements provided by the regulations cited above. There is therefore need to harmonise these retention periods.

Limitation Act

Since records provide one of the major lines of defence in the case of a legal action against the Corporation, records must be kept as long as there is any possibility of legal action being brought against the Corporation or until the limitation period has expired. Section 86(2) of the Evidence Act Cap.80 of the Laws of Kenya lays down the condition upon which records can be accepted as evidence. One requirement is that the records must have been under proper care and custody. According to the Evidence Act documents are said to be in proper care "if they are in the place and under the care of the person whom they would normally be. But no custody is improper if it is proved to have legitimate origin or if the circumstances of the particular case are such as to make such an origin probable. In his book *A manual of archive administration*, by Jenkinson (1968) argues that one of the archives qualities is based on the proof of an unblemished line of responsible custodian. At the moment the proper care and maintenance of records might appear as an insignificant issue to the Railway authorities until a court action requires the production of records whose custody becomes questionable.

Statistical Requirements

Some records may be maintained for statistical purposes only. The Statistics Act Cap.112 of the Laws of Kenya authorises the Central Bureau of Statistics to collect certain data for several purposes. On its own this may not meet any legal requirements, but it is possible that the maintenance of records may help in the assessing of falling standards in public transport, rates, nature and severity of accidents, goods carried etc. There are other legal implications related to the maintenance of statistical records but they are usually related to other purposes such as funding and or legislation.

Audit Requirements

One of the most important pieces of legislation which affects the keeping of railway records is the Exchequer and Audit Act Cap.412 of the Laws of Kenya. Section

30(2) of the Act authorises the Inspector of Statutory Boards to "call for and inspect all books, records, vouchers, reports and other documents which in his opinion relate to the accounts of or to the execution of the functions of any statutory board, commission or body." For these records to be made accessible to the Inspector of Statutory Boards, they must be well maintained. Without a proper records management programme, it is impossible to audit the performance of the Kenya Railways Corporation. The need for proper record keeping is perhaps greater today than ever before, especially as the Railways is being restructured under the Structural Adjustment Programme sponsored by the International Monetary Fund and the World Bank.

Other National Requirements and Considerations

The Workmen's Compensation Act Cap.236 of the Laws of Kenya defines the means by which an employee who is injured while on duty may be compensated. Section 94 of the Kenya Railways Corporation Act requires that before any compensation can take place the employee must first be examined by a medical officer to establish the extent of the injury. This implies that there must be records kept to show the health of the employee before and after the injury.

The Trade Unions Act Cap.233 of the Laws of Kenya recognises the right of employees and employer to form associations to represent their own interests. These societies must keep records and have regular contact with the employer or employees, and this entails the keeping of records.

The Trade Disputes Act Cap.234 of the Laws of Kenya deals with collective bargaining for wages and other conditions of employment. This involves the creation of records to support cases and ensure implementation of agreed disputes.

International legal considerations

The three international legal instruments which have a bearing on the management and exploitation of railway records in Kenya are the Vienna Convention in respect of State Property, Archives and Debts, the cultural agreement signed in 1986 between Kenya and Tanzania and the recently concluded agreement between Kenya, Uganda and Tanzania. These legal instruments form the basis for the settlement involving the records of the defunct East African Community.

The Vienna Convention on the Succession of States in Respect of State Property, Archives and Debts which was adopted in Vienna, Austria in April 1978 has important implications for the preservation and exploitation of railway records in Kenya.

The convention sets out guidelines on the procedures to be followed in settling issues affecting new states which were emerging either as a result of decolonisation or through other forms of transfer of power.

Agreements between Kenya, Uganda and Tanzania

Some pragmatic solutions to the management of railway records have already been attempted. The railway authorities in Dar es Salaam have requested that records relating specifically to railways in Tanzania be repatriated to Tanzania. By 1989 a total of 2,335 files relating to railway operations in Tanzania had been transferred from

Nairobi to Dar es Salaam. Most of these files relate to railway operations in Tanzania, railway personnel and related issues such as owner occupier housing schemes. Kenya made requests to Railway authorities in Dar es Salaam, and the records involved were transferred to Nairobi.

The latest development relating to the management of railway records is an accord recently concluded by the presidents of Kenya, Uganda and Tanzania. Although railway records were not the subject of the accord, certain benefits stand to be gained from the broad terms of the agreement. The accord bound the three countries in promoting greater economic and political co-operation in the area of transport and communications, trade, industry, agriculture, energy and the environment. In the area of transport and communications, the accord urges co-operation in rail transport, joint use of rolling-stock, locomotives and workshops, joint training and documentation, research and marketing strategies and co-operation in lake water transport.

The signing of this accord raises challenges for archivists in the region. Will they be prepared to seize this opportunity and develop policies that will enable them to solve problems that have plagued the management of records that are of common interest to the three East African states? It might be too early to give any indication of the direction which this new initiative will take as far as the development of records management policies in the region is concerned.

CONCLUSION

The legal requirements and legal considerations discussed above have a direct bearing on the creation, maintenance and use of railway records. While conducting a physical survey of railway records it became apparent that in some of the offices one of the reasons why records are retained indefinitely is the fear of being prosecuted under the Public Archives Act. However, in other offices particularly in Mombasa, most of the officers interviewed were ignorant of the legal requirements and destroyed records without proper authorization. The survey also revealed that records with a confidential classification are never declassified at any time and are never destroyed.

It must be pointed out that legal requirements and legal considerations only apply to records for specific periods of time. Even where access to certain records is restricted, there should be a time limit when legal considerations and legal requirements no longer apply. Once the records have passed through all phases of their life cycle and have been deposited in a records centre or an archival institution, they should be governed only by the Public Archives Act.

Finally, an analysis of legal issues governing railway records has revealed the need for Kenya to re-examine and harmonise legislation and regulations affecting the management of public records. Without this review it will be impossible for the Kenya National Archives to discharge its responsibilities adequately and perhaps develop a nationwide information policy.

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PROMOTING NIGERIA'S HEALTH CARE DELIVERY SYSTEM THROUGH EFFECTIVE LIBRARY AND INFORMATION SERVICES

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ABSTRACT

An important World Health Organisation literature review fails to mention 'Nigeria' or 'library services'. Using Nigeria as a case study, this paper demonstrates that effective library and information services are central to any efficient health care delivery system. The available Nigerian literature on the subject is reviewed, emphasizing tertiary-level training and research. Ongoing efforts at all levels to evolve a National Health Management Information System are described. It is emphasized that practising librarians need to update and upgrade their skills and knowledge respectively in order to make them active and effective participants in the drive to ensure good health for all Nigerians.

INTRODUCTION

Since Nigeria's independence, millions of naira have been poured into medical research, hospital construction, expanded facilities of medical centres and the establishment of new schools of medicine throughout Nigeria. This support has stemmed mainly from the Federal Government, but private foundations, local and state governments, as well as non-profit institutions, have also channelled funds into the quest for more knowledge of unconquered diseases and adequate health care delivery for the people of Nigeria. In doing so, Nigeria would seem to have been following the footsteps of older and better endowed nations, such as the United States of America (Getrude and Felter, 1970). However, very little has been done or written to highlight the actual or potential contributions of library services in the vital health sector of Nigeria's socio-economic development. This paper intends to initiate a fruitful dialogue among professionally qualified Nigerian medical librarians on a subject which should agitate our minds all the time, and particularly in the era of a Structural Adjustment Programme.

The immediate motivation for this study is a World Health Organisation publication: *The Impact of Development Policies on Health: a review of the literature* (1990). The publication is devoted to the widespread nature of Structural Adjustment Programmes (SAPs) in developing countries and their perceived or real impact on the health status of the populations affected by SAPs. Nigeria being a big player in the 'SAP Game' would be expected to feature prominently in the book. However, there is considerable difficulty in tracing specific references to subjects or countries in the book because it has no index.

There is no mention anywhere in the book of "library" or "information services" although there are numerous references (in the conclusion to each of the five substantive chapters) indicating the absence of appropriate empirical work and the inconclusiveness of the literature review on the impact of structural adjustment programmes on the health status of populations. Very few references in the publication deal with Nigeria wholly or in part and yet Nigeria's (1991) population of 88.5 million makes the most populous African nation. (Ransome-Kuti, 1991).

The logical reaction, therefore, on reading the book is: Why is so little or nothing at all recorded about Nigeria and library services in the context of global discussions on development policies on health? Is it because very little or nothing has been done in Nigeria to focus attention on the probable implications for library services of development policies on health?

This paper aims to initiate the search for plausible answers to these and related questions in the firm belief that libraries and librarians have a vital role to play in efficient health care delivery in Nigeria. The search takes off on a very positive note: a recent observation by Nigeria's former Minister of Health and Human Services in his "Introduction" to the maiden issue of *Nigeria Bulletin of Epidemiology*. Among other things, the Minister observes that "inadequate information on the problems posed by communicable and non-communicable diseases..." is one of several factors that inhibit the progress of adequate health care delivery for Nigerians. It is our view that by "adequate information" the Minister actually implies "adequate library and information services", a larger concern that challenges librarians and information scientists alike.

The remainder of the paper is divided into four parts: Part II briefly reviews the available literature on library and information services for health care delivery in Nigeria, with particular emphasis on tertiary-level training and research. Part III highlights the probable contributions of library services to on-going efforts aimed at evolving a National Health Management Information System (NHMIS) for Nigeria. The dimensions of a major activity at consolidating such national efforts at state level are reviewed in Part IV. Finally, in Part V, a few concluding remarks emphasize the need for updating and upgrading both the skills and knowledge of practicing librarians in order to make them active and effective participants in the drive to ensure health for all Nigerians by the year 2000 AD.

Library and Information for Health Care Delivery in Nigeria

A function-based approach to the identification of the information professions shows that a common characteristic of Librarianship, Archives Studies, and Information Science is their information function (Aiyepoku, 1985). Although professional education for all three professions is increasingly harmonized, the practitioners seem to lag behind considerably, at least in Nigeria. There is little doubt however that when Nigerian policy makers discuss "health information" formally or informally, they invariably imply 'library and information services'. For example, both Essien (1991) and Nigeria's former Minister of Health and Human Services lament the ineffective process of health assessment and disease control programmes in developing countries generally and Nigeria in particular, due to "poor background data..." and "unreliable mechanisms of data collection", that is, inadequate library and information services.

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Akhigbe (1992) provides a working definition of "health information" in a manner that will satisfy the comprehensive aspirations of the librarian and the information scientist in the context of the subject of this paper.

Medical research in Nigeria has always been closely associated with the collection, dissemination and use of medical data and information to enhance the efficiency and effectiveness of health care delivery services. The National Institute for Medical Research (NIMR) in Yaba, Lagos, and the Medical Library of the University College Hospital, Ibadan, stand out as giants in this regard. Other centres which are much more recent, especially the eleven-odd libraries attached to medical schools throughout the country, do not command nearly as much resources and prestige.

The NIMR has been mandated by law to facilitate and conduct research into human health problems in the country and to foster collaboration in research initiatives among educational and research institutions and the Ministries of Health, both at Federal and State levels. It is also mandated to undertake the dissemination of research results and data to the widest possible audience in Nigeria.

The E. Latunde Odeku Medical Library at the University College Hospital, Ibadan, has approximately

800 journal titles of which 50% are current and over a third are complete from volume one. It has complete sets of the *Index Medicus*, *Tropical Diseases Bulletin* and many other abstracting and indexing journals in medicine. It has a stack capacity of 120,000 books and journals and the present stock is about 40,000 volumes. It was in December 1983 designated the National Focal Point (NFP) for Health Sciences Libraries by the Federal Ministry of Health, under the auspices of the African Regional Office of the World Health Organisation (WHO).

As the NFP, the Medical Library is charged with the responsibilities for organising a network of health science libraries within the country and serving as a central node in developing the National Health Literature Services and Information Network sponsored by the WHO whose objectives is to provide access to health literature to all categories of health personnel in the country. (Ibadan University, 1990).

The quality of resources and services in the two giant medical libraries at Yaba and Ibadan has, unfortunately, been seriously compromised in recent years by underfunding. Few new books are bought, subscriptions to journal titles have been drastically reduced, while vital indexing and abstracting services are many months or even years out of date. The situation in the smaller medical research libraries is even much worse. Although the six-year old Structural Adjustment Programme (SAP) is being cited as the reason for the pathetic situation, it would seem as if misplaced priorities have much more to do with it. Indeed, the submissions of the proscribed Academic Staff Union of Universities (ASUU) during most of 1992 clearly indicate that the Nigerian Federal Government has the resources to sustain the library and other academic resources of tertiary education, at least at the level of the pre-SAP years.

One fact stands out clearly in our review of library and information services for health care delivery in Nigeria: there has been no comprehensive, national effort to address the situation. In other words, the crucial relevance of library and information services at every level and at every stage of effective health care delivery has never been addressed nationally. Thus, for example, library and information services in support of health care delivery are, at best, rudimentary at state and local government

levels. In private hospitals and clinics, such services are virtually non-existent, except in the big ones found in the large urban centres. There is, therefore, a crying need to evolve a comprehensive national policy to ensure that library and information services are, indeed, incorporated into any nationally planned mechanism for effective health care delivery. Such thinking led to the need for a National Health Management Information System (NHMIS) under the auspices of the Federal Ministry of Health and Human Services.

The National Health Management Information System (NHMIS)

The full story of the emerging NHMIS cannot be told without first reviewing its antecedents. Professor Olikoye Ransom-Kuti will probably go down in Nigerian history as the one Minister of Health who has fought longest and most tenaciously to evolve and implement a comprehensive health policy for Nigeria. The Primary Health Care (PHC) programme has taken off, shortly to be followed by similar programmes at the secondary and tertiary levels. Before PHC, however, three national health policies helped to prepare the way for a NHMIS.

Lack of appropriate records and data had long been recognised to have adverse effects on the state of health care delivery in Nigeria. The Federal Ministry of Health (1992) publication on *The National Mental Health Policy for Nigeria* indicates, in more than five places, how lack of "substantively reliable data" has hindered the study of mental illness in Nigeria. The policy document observes a "serious deficiency in relation to knowledge about mental health" and it goes further to suggest effective collaboration, through networking, with all international organisations whose objectives and programmes cover aspects of mental health problems.

In 1988, the Federal Ministry of Health came out with another policy paper titled *The National Health Policy and Strategy to Achieve Health for All Nigerians* in which a whole chapter is devoted to a "National Health Information System (NHIS)". The policy recognises the fact that effective management of health services demands the establishment of a national health information system for planning, monitoring and evaluation of health services at national, state, and local levels. The policy document proposes that a national health information system would be established and used as a management tool:

- (i) to assess the state of the health of the population;
- (ii) to monitor the progress towards stated goals and targets of health services;
- (iii) to provide indicators for evaluating the performance of the health services and their impact on the health status of the population; and
- (iv) to provide information to those who need to take action, those who supplied the data and the general public. (p.35).

Furthermore, and in order to ensure effective data collection nationwide, information collection centres are proposed for Local Government Health Authorities while State Ministries of Health shall be responsible for collecting health information from the Local Government Areas. At the national level, the Federal Ministry of Health shall be responsible for the development, monitoring and maintenance of an effective national health system.

In February 1991, the National Institute for Medical Research sponsored a 'Conference on Health Research Priorities for Nigeria in the 1990s and Strategies for their Achievement'. The 'Seminary of Discussions and Recommendations' of the Conference were subsequently published (Essien *et al*, 1991), and it is observed that on page 43 of the publication, there is a recommendation "That a national Health Information Centre should be established as matter of priority".

In February 1992, the big national conference on the theme: 'Setting the Agenda for a National Health Information System' at Abuja, was attended by some 350 health personnel and administrators, library and information specialists at all levels, within and outside Nigeria. At this conference all papers presented emphasised the need for an effective Health Management Information System (NHMIS). Aiyepoku observes in his paper that the focus of the Conference reflects a world-wide realization that substantial improvements in health care delivery is attainable only through the effective management of health information resources. He sheds light on the fact that information services are expensive and computer-based services are particularly expensive, despite the downward trend in the cost of computers and peripherals. A truly effective NHMIS in a vast country such as Nigeria would depend very much on a functional and efficient telecommunications infrastructure, he observes.

In her paper, Akhigbe observes that the integration of health literature services into the national health system is essential. Health libraries, documentation centres and bibliographic services should be recognised as providing essential support to all categories of health planning and management, she asserts. Nigeria needs an effective library-based national health literature to support the nation's programmes of health care delivery, medical education and medical research, she concludes.

The main objective of libraries and documentation centres, Dipeolu (1992) explains in his paper presented at the Conference, are the collection, processing, cataloguing, classification, indexing and retrieval for use of recorded communication, such as books, journals, statistical returns, surveys, annual reports, audio-visual materials, micro texts, etc. These resources contain information which may assist policy makers and others in documentation centres serving medical research centres, colleges of medicine, hospitals, etc., who constitute vital components of a National Health Management Information System. He then illustrates how effective library and documentation services should be organised as part of the proposed NHMIS.

Finally, the 20-point communique issued at the end of the Conference explicitly recognised the significance of library services in the implementation of the proposed NHMIS. One of the technical sub-committees that the Conference has set up is the 'Health Literature and Records Sub-Committee'. The main function of this Sub-Committee would be to identify, document, manage and integrate all published and unpublished records, in whatever formats, into the emerging NHMIS.

Clearly, then, library services, are being accorded appropriate recognition at all stages of planning and implementation of the proposed NHMIS. However, nothing can be taken for granted, it is still very necessary to monitor all aspects of the follow-up activities to the National Conference at which the components of the emerging system were defined.

Follow-up Activities to the National Conference

There have been significant follow-up activities to ideas enunciated at the Abuja conference. However, we shall concentrate in this section of the paper on activities aimed at consolidating the value of library and information systems. Similar activities are being planned at other levels. For example, a 'Workshop on Management Information Systems for Tertiary Health Institutions' which was originally scheduled for July 1992, was postponed at the last moment until a later date.

At the Ota 'Seminar for Directors and Deputy Directors of Planning, Research and Statistics in the State Ministries of Health', two of the resource persons: Aiyepeku (Information Science) and Dipeolu (Librarianship) presented papers which emphasised the inevitability of libraries and their computerization for an effective health information system.

Aiyepeku (1992) defined information as "that which reduces the user's level of uncertainty in a particular decision situation". In his concluding remarks, he suggests the use of micro-computers due to their advantages like accuracy, speed, convenience and availability. They are a more efficient means of accessing and using the valuable data and information contained in state medical records, he asserts. Computerization is one technology that has revolutionized human-kind's attitude to data processing and the use of information, especially in the health sciences, he concludes.

Dipeolu (1992), a veteran librarian, also illustrates in his paper how computerization of library operations would make the continuation of the state Ministries of Health's data banks easy. Library operations which lend themselves readily to computerization would be covered first until all processes and resources are converted into machine-readable records. This would make it possible to integrate the data banks in libraries with the national medical data banks. Computer facilities would enhance the services rendered in the Reference Sections of State libraries, such as literature search, selective dissemination of information (SDI) as well as bibliographic compilation and its use. Furthermore, all state Ministries of Health could constitute a network and thereby facilitate cooperation and effective utilisation, he concludes.

The effective integration of library and information services in State Ministries of Health was also strongly emphasized in a 'Report on a State Health Management Information System' presented by a working Group at the Seminar. The library, asserts the report, "is the primary source of bibliographic information to health information systems:

- it facilitates literature review which is one of the first steps in setting up a research proposal;
- it provides current awareness as well as historical information; and
- it inculcates a habit of browsing for information and therefore updating the knowledge of health workers".

The report also suggests that sharing of vital and expensive library resources could be done by using the Central Medical Library in Yaba as a focus for a national network, provided that an effective telecommunications network can be put in place, while ensuring adequate funding and staffing for all aspects of the information system.

Thus, a blueprint for action at State level has been put in place. The challenge in the coming years is how each of Nigeria's 30 states and the Federal Capital Territory will mobilize human and material resources to ensure effective implementation.

CONCLUSION

Great changes are taking place in the practice of library services, especially in the context of library and information services world-wide. Nigerian librarianship must not lag too far behind such exciting changes. Computerization is the major feature of modern library and information services. There is not much to show yet in Nigeria except in the library of the International Institute of Tropical Agriculture (IITA) Ibadan. According to Lawani (1992) the library services of IITA were computerized in an integrated fashion in 1984. Card catalogue cabinets were replaced with computer terminals providing on-line access from many points at the centre; acquisition files and circulation records were similarly computerized. As a consequence of automation, various operations have become easier and more efficient, and some services became possible for the first time. This "success story" involving a large Nigerian library clearly illustrates what can be achieved if appropriate resources are available.

Ongoing efforts to implement a NHMIS provide an excellent opportunity for the demonstration of library services as an integral part of any modern information services. The librarians' contribution must be perceived and funded in order to strengthen and consolidate every aspect of this important national effort to ensure adequate health care for all.

However, there is the urgent need for retraining practising librarians in the modern techniques of information processing, perhaps using the facilities provided by the new Africa Regional Centre for Information Science (ARCIS) at the University of Ibadan. ARCIS addresses African problems that have demonstrable information services components with a view to providing both short-and long-term solutions to them. In pursuance of this objective, ARCIS is involved in running of higher-degree programmes; provision of short-term training and retraining through seminars and workshops at different levels of information services; provision of consultancy services in all aspects of Information Science; and conducting research on the problems and prospects of information science in the rapid socio-economic development of Africa. The fact that ARCIS is already actively involved in the implementation of the emerging NHMIS, at both federal and state levels, should make Nigerian librarians wish to update and upgrade their skills, using the relatively rich resources of this African facility.

Above all, Nigerian librarians at all levels must be alert to every opportunity to demonstrate the relevance of their professional calling to the development aspirations of the nation. Clearly, the vigorous efforts of the Federal Ministry of Health and Human Services to promote an effective health care delivery to all Nigerians deserves the active support of all, including librarians.

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SHORT COMMUNICATIONS

ACCESSIBILITY OF INFORMATION: A MYTH FOR DEVELOPING COUNTRIES?

INTRODUCTION

Price (1963) indicated that the exponential growth of information in modern times dates back to the middle of the seventeenth century when there was a remarkable upsurge of researches being undertaken in many fields, especially in science and technology. This trend continued unabated through the 17th, 18th, and 19th centuries, culminating as stated by Ashworth (1974) in an "information explosion" in the 20th century, a century which has also witnessed a population explosion.

As the volume of information continues to grow and human population to multiply, problems of information dissemination and accessibility increase. Information is stored in various media, print and non-print, namely: books, journals, newspapers, computers, databanks, cassettes, discs, tapes etc; and is transmitted by printing or orally, audio-visually, telegraphically, electronically etc. However, information generation does not automatically mean information dissemination and utilization because there is a gap between each stage of the information cycle of generation→dissemination→utilization→regeneration, which has to be bridged. Effective information dissemination or transfer encourages information utilization and cross-fertilization of ideas which may lead to further research and the generation of new information or knowledge.

The developed and industrialised countries which have over \$800 per capita income possess most of the world's capacity for generating, disseminating and utilising information, especially in science and technology, in contrast with the developing and less industrialized countries with less than \$500 per capita income which have to import most requisite knowledge. This imported knowledge comes in various forms as listed by Neelameghan (1981): "books, periodicals, reports, patents, specifications, blueprints, accessing remote data bases, licencing arrangements, training, expertise" etc.

Great importance is attached to information because it can be exploited to advance man's progress in all fields. Kuznets (1966) emphasised that the economic growth of nations depended on the effective utilization of information or knowledge in developmental activities. It is therefore understandable that all nations require lots of information.

Information is needed in all spheres of life to facilitate decision-making and engender progress. People need information about new developments and techniques in agriculture, medicine, social life and culture, science and technology etc. So that they can improve on existing practices and better their lives. Government need information to make sound decisions, policies and plans. Useful application of information is evident everywhere there is development. The developed countries of the world such as the U.S.A., Britain, Germany and France, use information as a basic resource that supplements the familiar natural resources of matter and energy and they spend a large portion of their nations' resources on information systems (Garfield, 1979).

The developing countries, like those of Africa, the Caribbean and Australasia, on the other hand, lag behind in modern information generation, dissemination and utilization. Their old practices, customs, slow and labourious technologies are still prevalent. They also remain largely under-developed, under-industrialised and poor.

METHODOLOGY AND DEFINITION OF TERMS

The methodology adopted in this paper is that of documentary research and personal observations. Literature on information and development was examined and used as basis for the discussion of the topic.

It is pertinent to clarify the use of some terms in this paper. "Information" and "knowledge" are used interchangeably to denote facts or data. "Documents" "Knowledge or information resources or materials" all refer to publications and "publications" signify all physical forms of recorded knowledge. "Developing countries" refer to the less industrialised and economically developing nations of the world usually with less than \$500 per capital income.

PROBLEMS OF INFORMATION ACCESSIBILITY

Though information is widely recognised as a catalyst for both national and personal development (IFLA, 1988) many people, especially in the developing countries are still unaware of the need for information and fail to exploit it even when information materials are available free as in libraries and information centres. This is because the availability of information does not necessarily mean its accessibility. The wealth of information available or in existence in the world today is tremendous and the sheer volume of it, in a myriad of formats, makes it impossible for one to have complete access to it. Other obstacles to information accessibility in developing countries as enumerated by Doob (1961), Schramm (1964) and Turner (1968) include: poverty; illiteracy and lack of awareness of the need for information; geographical distance between nations and under-development (lack of basic infrastructures).

These constraints are minimal in developed and industrialized countries where basic infrastructures and facilities exist and majority of the populace, about 96% according to UNESCO (1991) are literate and educated and are able to exploit information resources systematically. But the developed countries comprise only about twenty percent of the estimated six billion people that live in the world today (UNESCO, 1991). On the other hand, about seventy percent or 3.5 billion of the five billion people that live in the developing countries are illiterate and uneducated and cannot exploit the information stored in various media, print and non-print. They are generally farmers, craftsmen and women who are unaware of the need for information and live their lives routinely, using whatever information they stumble on or that is passed to them orally by relatives, friends, community and religious workers. The minority of the developing countries' populace, are functionally literate and may feel the need to seek information for various purposes. Firstly in this minority group are students and workers who seek information in prescribed sources such as textbooks, reference books and journals, to enable them advance in their jobs or educational courses and pass their exams. Secondly, there are administrators, company managers, government policy-makers who need information on various subjects to help them take

informed decisions and formulate sound policies. Thirdly, there are the experts scientists, engineers, lecturers — who seek existing information in order to use it as the basis for research and for creating new knowledge. The inability of the experts to have information on what is already established knowledge in their own and related fields, may result in needless duplication of research or in basing inquiry on wrong premises which leads to wrong conclusions. The geographic distance between the industrialised nations where most technological and scientific information is generated and the developing countries where it is greatly needed, cause delays in information acquisition.

Access to specific information required by experts may also be hindered by lack of current bibliographic sources to identify it or lack of funds to acquire relevant information materials. Poverty is a prevalent characteristic of most developing countries. While a developed country like the USA can afford to spend over ten percent of its national resources on information services alone (Garfield, 1979), developing countries often spend less than one percent on them. Much of their scarce funds is allocated to other social services like health, government, education, housing, agriculture, transportation etc. Which are given priority over information systems like libraries, documentation and information centres.

Poor communication and transportation facilities are regular features in developing countries which also inhibit information transfer and accessibility both within and without. Lack of good roads, transportation, postal and telecommunication services is a great impediment to free flow of information, as Schramm (1964) rightly emphasised.

PROSPECTS OF INFORMATION ACCESSIBILITY IN DEVELOPING COUNTRIES

Concerted efforts are being made world-wide to promote access to the worlds' accumulation of knowledge by tackling the constraints. The developing countries are very desirous of rapid growth and industrialization and are striving to provide adequate basic infrastructures that foster development and promote information accessibility, namely: steady supply of electricity, good roads and transportation, health, education and library services, postal and telecommunication networks etc. Moreover, as it is difficult to activate an illiterate and unaware population towards both personal and national development, it is of paramount importance that efforts are made to educate the masses, teaching them to read and write and informing them about government policies and facilities. Already, in many developing countries, schools and mass-literacy centres are functioning and international organizations like the UNESCO, the UNDP and UNICEF are assisting in the provision of practical mass literacy programs which include both formal schooling and informal, vocational adult education classes in urban and rural areas. A large literate and enlightened populace will provide necessary impetus for development while an illiterate one will be an impediment.

Though information is transmitted orally and through modern audio-visual formats of discs, tapes, cassettes and facimile; the printed word in the form of books, journals, reprints etc. remains a universal, cheap and convenient mode of recording and transmitting detailed, complex, statistical or modern technical information. Therefore people must know how to read to be able to exploit the vast store of relevant information

buried in print. Developing countries rely heavily on printed information materials since they are more affordable and reliable. The attendant features of under-development such as power failure, machine breakdowns, lack of spare parts and technicians, intermittently stall the performance of modern gadgets of information storage and transfer when they are set up in developing countries.

"INFORMATION FOR ALL" PROGRAMMES

The Universal Declaration of Human Rights of 1948 states that "everyone has a right to education". Education is recognised as a basic individual right, because it gives people the ability to develop their full potentials. Education equips people with information. "Education for all" or "information for all" is now a programme being promoted by concerned international organizations such as UNESCO and IFLA.

Through their active promotion of libraries and information services UNESCO and IFLA have encouraged functional literacy and the use of information materials in many developing countries. For instance, IFLA's programmes of *Universal Bibliographic Control (UBC)* and *Universal Availability of Publications (UAP)* have been adopted as policy objectives by UNESCO, the British Library and most national libraries of the world in their task of providing access to national and world information resources.

The UBC program aims at facilitating access to information by encouraging the standardization of records of information materials so that they can be internationally acceptable. It has produced manuals and guidelines that define standardized formats of description of documents for cataloguing, national bibliographies, union lists of serials, Machine Readable Catalogue (MARC) etc. Lists and bibliographies increase the visibility of documents and promote accessibility of information.

The UAP program complements the UBC, as both foster universal access to information (Liebers, 1978). The UAP program aims at wide-spread provision of knowledge or information publications in all media, to all people all over the world, for their personal, national, economic, social, scientific and technological development (Line, 1977, Vickers, 1982). IFLA is concerned that a lot of published information lies dormant and unused due to non-accessibility. To achieve UAP in all countries, IFLA supports activities aimed at improving access to information locally, nationally and internationally; from the production of documents by publishers, to their storage and ultimate distribution to users. IFLA and UNESCO sponsor information and library conferences and workshops and support inter-library lending of documents internationally. They encourage with funds and professional advice the provision of libraries, information and resource centres as well as of physical documents. Other agencies like the British Council, the United States Information Service and the World Bank assist in the acquisition of information materials through book gifts.

In many developing countries libraries and resource centres are the basic channels of availability of publications. UNESCO and IFLA support the establishment of National Information Systems (NATIS) and UNISIST, usually under the aegis of national libraries in developing countries in their efforts to spread the availability and use of information resources IFLA sponsors other programmes that foster information

accessibility within each country and between countries for instance, the Transborder Data Flow (TDF) and Universal Data Flow and Telecommunications.

However, it is evident that for many developing countries, increased availability of publications may not mean wide-spread accessibility because of the barrier of illiteracy and other constraints.

CONCLUSION

Modern inventions of the computer and other electronic, mechanical, and telecommunications appliances, such as the facsimile, telex, television, telephone and satellite, appear to have brought a more profound information revolution than Gutenberg's printing press (Rubin, 1990). The new media, especially the computer, have the potential to store, manipulate and disseminate large volumes of information with great speed and accuracy. It is largely because of these new media, that the world considers itself in an "Information Age" in this twentieth century. They have so facilitated and accelerated information dissemination that it is now possible through them, that if an important discovery is made in one part of the world, the rest of the world may be informed of it in a few minutes or seconds. Already, global information networks now exist, all-be-it mostly in developed countries, and it is expected that in the near future the whole world will form an information village or society as predicted by Garfield (1979). Under a global information village, experts world-wide may be able to exchange ideas and inventions almost instantly.

The developing countries may remain unintegrated into the global information village because of their state of under-development and lack of the basic technological infrastructures (e.g. regular electricity, machinery and spare parts supply) which the modern paraphernalia of information hardware and software needs to function. For these countries, the "Information Age" may continue to be a mirage unless they are able to break the vicious circle of under-development by seeking access to the world stores of knowledge available in various media, and using it to effect speedy development.

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WEEDING THE LIBRARY COLLECTIONS FOR WORLD BANK PROGRAMME:- THE UNIVERSITY OF LAGOS LIBRARY EXPERIENCE

INTRODUCTION

In many libraries weeding the collections may not be taken with as much seriousness as the selection of materials to be acquired. Some libraries are almost forced by circumstances to weed. The reason for the non-challant attitude may be inadequate staff, lack of time, general indifference and the issue of grappling with the day-to-day problems of running the library.

Weeding has been defined as the examination of the existing stock to determine which materials should be withdrawn from the open shelves (Spiller, 1980). Another definition sees weeding as:

"the term commonly used to describe permanent withdrawal of certain items from the collection. The policy of the withdrawal is based on the proven facts that not all books in a library are used with equal frequency; it is possible to predict the frequency of future use of groups of books with defined characteristics; and relatively large percentages of books can be removed from holdings while inconveniencing a very small proportion of users especially when weeding is accompanied by accessibility elsewhere." (Boll, 1980).

The policy on weeding could be influenced by the following factors:

1. The effectiveness of interlibrary loan services.
2. The amount of open shelf space available.
3. The missions, goals and objectives of the library.

There is no doubt that at one stage or the other, the library may have to weed its collection for one or more reasons. The focus of this paper will be the weeding exercise of University of Lagos library which was almost forced on it as a result of the World Bank Book Programme.

Brief Profile of the University of Lagos.

The University of Lagos was established in 1962 by the Nigerian Federal Government. The University now has the following faculties and College: Faculties of Science, Arts, Social Sciences, Business Administration, Law, Engineering, Environmental Sciences, Education and the College of Medicine. The University has a Faculty of Education Library while there is a Medical Library for the College of Medicine. (Lagos University, 1984).

The Main Library acquires and processes books and journals for all faculties with the exception of the College of Medicine which has some autonomy to acquire and process materials. The main library collections which is the focus of this paper stood at 300,000 volumes as at the time of writing. The library during the period of boom subscribed to about 5,000 journal titles but this has been reduced to about one quarter because of poor funding. The oil boom of the 1970's was later succeeded by the doom of the 1980's and 1990's when the economy became very depressed. Institutions of

higher learning felt the impact of the depressed economy as foreign exchange to buy books, journals and other library materials became very scarce. It reached a stage when the library's new acquisitions were either gifts from organisations like British Council, Ford Foundation or materials obtained through gifts and exchange programmes with libraries in the developed and developing countries.

Birth of the World Bank Books Assisted Programme

The Federal Government after reviewing the situation came up with the idea of obtaining a loan from the World Bank to beef up the depleted and outdated materials in federally controlled universities. A loan agreement between the Federal Government of Nigeria and the World Bank was signed. The loan would be interest free and repayable in forty years with a ten year grace. The loan is specifically for the provision of foreign exchange by the World Bank for the universities through the National Universities Commission (NUC) for the purchase of the following:

1. Books and journals
2. Teaching and research equipment, spare parts and other related items for the maintenance of equipment.
3. The foreign exchange facilities will also be used for staff development – Sponsoring staff overseas for short-term training, attendance at conference etc.
4. Payment of expatriate benefits for foreign staff who are needed by the universities for the improvement of teaching and research activities.

The lists of books and journals were to be compiled by each university and were to be submitted through the NUC at specified periods. Negotiations were concluded in December 1989 and the agreement was signed. (Abdulkadiri, 1993).

Thus the World Bank granted Nigeria a credit of 120 million dollars. One of the advantages is that being a credit, Nigeria would not be charged any interest by the Bank. Writing on this bonanza a library staff described it as an "unexpected grace from heaven to the library" (Issah, 1986). It is important to note that it was after over three years of signing the agreement that the books and journals began to arrive because of some conditionalities which had to be met by each institution.

General Criteria for Weeding

A look into the literature will reveal the criteria and standards which have been put forward and used for weeding library materials. There is the American Library Association 1967 public library systems standards which suggest an annual weeding of at least five per cent of community collections, (Slote, 1975). Some experts speak of subjective standards where the weeding is done on the basis of the judgement of professional librarians at times with the faculty approval of specific titles in academic libraries.

We also have objective standards which use various categories to weed. These include age, language and subject. But the most common criterion is based on past use that is, books not circulated for X years which can be weeded without inconveniencing more than Y per cent of the users. We can also look at Slote's standards which can be quite handy for those who want to weed their collections. Some of the highlights are:

- i. The objective of the weeding should be to maintain a core collection of books that would satisfy 95 to 99 per cent of the demands made upon the collection.
- ii. The books weeded should be considered for secondary or centralised storage.
- iii. The library should do a complete weeding every year.
- iv. The criterion to be used should be based on the likelihood of a volume's being used in the future.
- v. The Shelf-time period which has been established for each library should meet the standards already mentioned and all volumes should be removed that have not been circulated for a specific date agreed upon.
- vi. Similar criteria could be used in a modified form for other types of library materials. For periodicals the publication date could serve as a criterion. For reference books the weeding could be performed for circulating works attempting to keep a core representing 99 per cent to 99.9 percent. For archives and special works and works of local authors, no weeding is recommended.

In making these recommendations, Slote is pragmatic. He opined that some libraries use only some of the criteria.

The University of Lagos Criteria for the Weeding Exercise for World Bank Books

The library collections needed to be weeded even before the World Bank Programme came into the scene. The Main Library was built to sit 800 readers. It has a total floor area of 5,886.14 square metres and capacity to hold 250,000 volumes and for 3,000 students by the planners in its early years. Towards the end of the 1980's the student population had risen to about 15,000 and the library space had not increased. Some new programmes had been added to those already established in the university during its early years.

New shelves took over the little space meant for readers. Efforts were made to have extension to the library but finance remained the stumbling block. Thus there had been a strong need to weed but this was resisted. The World Bank Book Programme made weeding the collection imperative.

When the management decided to weed the collections some criteria were drawn up to serve the broad long and short term objectives of the library, and some of these are:

- (a) Outdated materials should give room to current ones
- (b) Books with multiple copies could be reduced considerably to create space. For example, a title with ten copies would take a lot of space on the shelf. Probably only two copies are used frequently. The number of copies could be reduced to two without any harm.
- (c) Some books are not used regularly. The library staff may look at the date slip inside the book to see its circulation history. Some books have never been borrowed even though they might have been in the library for several years. (We are aware of the fact that some books could be used within the library without formal borrowing). Books that are never borrowed are vulnerable to weeding.
- (d) Books that are in different volumes and for which there are multiple sets in the library were to be reduced to one set to create space for others.

- (e) Books that are in foreign languages which are rarely used.
- (f) Propaganda materials which were given to the library by some embassies i.e. North Korea, Communist China and the defunct Soviet Union. Some of these materials are in multiple copies, they take a lot of space and are mostly propaganda stuff. A set could be left on the shelf.

It was decided that the following materials may not be weeded:

- i. Reference books for which current titles are not available.
 - ii. Rare books
 - iii. Other materials like manuscripts and special editions of some works.
 - iv. Books on subjects for which the library has only one copy. Even if the copy is outdated it is to be retained.
 - v. Outdated journals to give room to current ones where the space available is congested.
- (g) The expected book/journal in the first year would run into thousands. It was decided that newspapers and magazines collections would be moved to Education Library where there was more space.

The Media Resources collections were to be moved to Education Library to create space.

Additional 30 steel shelves were recommended for the Main Library and the space given out as Library Extension which would be redesigned and made more functional. Ten additional steel Shelves were recommended for the Education Library and 10 additional steel shelves for the Medical library.

Professional librarians were assigned some areas to weed. They were to be assisted by library officers and library assistants to ensure that the weeded materials were carted away and stored where they could be retrieved. The weeding exercise took about two weeks. All the staff took the work with the seriousness it deserved and at the end of the exercise 14,833 volumes were removed from the collections. The library staff realised that this was just a beginning as more weeding had to be done to give room for new books. The following table shows the number and subject grouping of withdrawn books.

TABLE 1: DISTRIBUTION OF WITHDRAWN BOOKS ACCORDING TO DISCIPLINE

SUBJECT	NUMBER	PERCENTAGE
Humanities	4,915	33.13
Social Sciences including Business Administration	5,223	35.21
Sciences. All the Sciences	3,266	22.01
Technology: Engineering, Environmental Sciences and related areas	1,429	9.63
TOTAL	14,833	100%

The space created was to house the new materials. Several bottlenecks have hampered the delivery of books and journals in spite of the enthusiasm of staff.

Over 40,000 volumes of books are expected to be acquired through this medium in three years and they would need library space. Four thousand volumes of books have been received at the time of writing. The first consignment came in May 1993. In table 2 we have the titles already processed by the cataloguing section of the library.

TABLE 2: DISTRIBUTION OF ALREADY CATALOGUED BOOKS
ACCORDING TO DISCIPLINE

SUBJECT	NUMBER RECEIVED	PERCENTAGE
Humanities	161	13.33
Social Sciences including Business Administration	210	17.39
Sciences	311	25.76
Technology including Engineering and Environmental Sciences	525	43.49
TOTAL	1207	100%

Forty eight journal titles have also been received at the time of writing and more are expected.

CONCLUSION

The general excitement and enthusiasm of Nigerian universities to receive new and current materials began to materialise after about three years. The volumes of materials expected show that there is need for continuous weeding if the libraries are to find space for the new materials. The inflow of several thousands of books and journals to the university libraries is a challenge to the library managers.

It is now crystal clear that they have to formulate an articulate policy for weeding their library collections.

The issue of space for libraries will continue to pose problems. Extension to the existing library facilities would require substantial funds in local and foreign exchange. Thus the need to utilise available space more effectively and efficiently cannot be over-emphasised. There is need to be more selective so that the materials acquired don't become worthless within a short time.

There is need for articulate storage policy by Nigerian academic libraries so as to cope with the issue of obsolescence and how to deal with duplicate and less frequently used materials in their libraries. The library managements should arm themselves with plans which will help them weed their collections without sacrificing efficient service for the pressures of the moment. Libraries should consider the issue of cooperative storage with sister libraries in their vicinity so as to reduce cost.

The proliferation of information and limited funds available for the acquisition of books and journals make weeding an important issue which Nigerian academic libraries should give more attention to than hitherto.

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RESEARCH NOTE

ACADEMICS AND THE POWER OF INFORMATION: THE COMPARABLE EFFECTS OF INFORMATION GROUP TERM PAPERS AMONG COLLEGE STUDENTS

INTRODUCTION

In 1991, a study on the comparable effects of information on group term papers among students of the Federal School of Agriculture, Umudike, Nigeria, was replicated. The study was developed in response to the query on the role of information in the academic development of college students. The specific objectives were to determine the effects of information on quality of term papers, effects on the standards in bibliographic citations, and effects of current literature citations on the quality of term papers. The effects of information on the rate of project accomplishment were also to be established.

METHODOLOGY

Between 1986 and 1993 National Diploma/Ordinary Diploma students of the Federal School of Agriculture, Umudike, Nigeria, underwent a course on library instruction as part of a broad-based programme and as a prerequisite for satisfying conditions stipulated by the National Board for Technical Education, a supervisory organ for tertiary technical education.

Materials and Methods

In 1991, fifty seven ND/OD agriculture students who underwent the course on "library instruction" were randomly divided into two equal groups "A" and "B" and alerted of impending group term papers X_1 and X_2 respectively. The titles of the project were not disclosed until the groups were ready to work. The groups were advised on the need for confidentiality of their titles so that one group's title does not leak to the other. Groups were informed that the term papers would be assessed and scored for "efficiency/quality" and "standards in bibliographic citations." The score for each group would be recorded against each participant's performance sheet. The need for prompt submission of projects was emphasized as it would be necessary for groups to take on a second project. Unknown to both groups, the effects of currency/senescence of literature citations on quality of projects were to be determined. Both projects were to take place in the Library.

Two days later, project X_1 was assigned to group "A" who was availed a fair and free access to organized information as a treatment group. Such access included catalogues, indexes, abstracts, reviews, bibliographic records and physical access to literature relevant to X_1 . After one week, a few days after "A" had completed project X_1 , group "B" was assigned project X_2 . "B" was however allowed a mitigating/obscure access to information, i.e. all sources of information relevant to X_2 were removed (indexes, catalogues, abstracts, reviews and bibliographic records were removed. It was however

allowed physical access to journals, reports, technical papers and monographs which were deliberately disorganized to mar easy retrieval. Group "B" as a control group was therefore effectively quarantined from organized information and had to depend on tedious and exacting literature searches for her project accomplishment.

At the expiration of 21 days when "B" had submitted her project, project X_2 was swapped to "A" under the same conditions and procedures as for X_1 . One week later, a few days after "A" had completed project X_2 , X_1 was then swapped to "B" under the same conditions and procedures as for X_2 .

Assessment

An independent assessor was engaged to evaluate the projects' quality and score X_1 and X_2 over a 100% mark for both groups. The assessor was specifically requested to observe the effects of current/senescent literature on the quality of projects. Evaluation for students in bibliographic citations of projects was undertaken by author and the scores were based on a maximum of 20 marks.

Group Discussions

At the end of evaluation, group discussions on term papers were held separately between each group and the author in order to assess group characteristics.

Replications

The entire process and methods were replicated in 1992 and 1993 with NP/OD agricultural students intake of 49 and 40 respectively who also undertook courses in library instruction. Groups "A" and "B" tags and projects X_1 and X_2 were used during replications. As in 1991, the surplus student in 1992 was assigned either of the projects, the result of which was not reflected in the study.

RESULTS AND DISCUSSION

Observations gathered from group discussions indicated four characteristics of group participation in the study.

- i. There was improved cross-cultural sensitivity among participants within groups and increased determination per unit participant to contribute to group success.
- ii. Group participation appeared to be an effective learning activity designed to instruct participants on the techniques of independent library research and research paper writing.
- iii. Groups were however either dominated or inhibited by the presence of certain individuals within groups. For instance weaker individuals within groups depend on their more brilliant colleagues for ideas and their synthesis. Such weaker individuals consequently lost the power of initiative.
- iv. In so far as weaker participants depend on their more brilliant colleagues for ideas, group results were not necessarily an index for assessing efficiency of individual participants within groups.

Observations for mean efficiency score for three years showed that treatment groups had a mean efficiency score of 77.7% while control groups had a mean score of 62.1%. Details of observations illustrated in Table 2 showed that treatment groups had better results for quality of projects.

TABLES 1A-1C: COMPARABLE EFFECTS OF INFORMATION ON GROUP TERM PAPERS

TABLE 1A: FIRST YEAR OBSERVATIONS (1991)

1 Group	2 Bibliographic Ratings		3 No. of Current Lit. Citations		4 No. of Lit. Citations		5 Efficiency Score		6 Project Duration in Days	
	*X ₁	**X ₂	X ₁	X ₂	X ₁	X ₂	X ₁	X ₂	X ₁	X ₂
A	15	16	20	21	31	32	79	82	4	6
B	13	11	7	5	14	16	62	63	22	24

TABLE 1B: SECOND YEAR OBSERVATIONS (1992)

1 Group	2 Bibliographic Ratings		3 No. of Current Lit. Citations		4 No. of Lit. Citations		5 Efficiency Score		6 Project Duration in Days	
	X ₁	X ₂	X ₁	X ₂	X ₁	X ₂	X ₁	X ₂	X ₁	X ₂
A	14	15	22	24	32	34	76	70	5	3
B	11	12	8	6	17	14	59	58	18	15

TABLE 1C: THIRD YEAR OBSERVATIONS (1993)

1 Group	2 Bibliographic Ratings		3 No. of Current Lit. Citations		4 No. of Lit. Citations		5 Efficiency Score		6 Project Duration in Days	
	X ₁	X ₂	X ₁	X ₂	X ₁	X ₂	X ₁	X ₂	X ₁	X ₂
A	15	16	22	23	38	37	81	78	3	4
B	11	10	9	9	18	19	65	66	14	16

*X₁ = Techniques for combating Cassava Bacterial Blight.

**X₂ = Food staples of potato crops.

Standards in Bibliographic Citations

Computation for mean observations in columns 2 of Tables 1A, 1B, and 1C showed a mean score of 15.1 for treatment groups and 11.3 for control groups out of 20. This standard could have been influenced by a relatively large amount of literature available to treatment groups, and which offered a wider scope for comparable and detailed bibliographic standards. Tables 1A to 1C also showed a mean literature turnout of 34 for treatment groups and 16.3 for control groups.

Currency/Scenesence of Literature Citations

The effects of use of current literature on project write-ups were adequately established. The independent assessor observed that treatment groups relied on current literature and reported recent and up-to-date developments in projects, a reliance

which enhanced the quality of the projects and the efficiency scores for treatment groups. This observation is also confirmed in the mean number of citations for current literature for both groups. Treatment groups had a mean citation for current literature as 22 control groups had 7.3 as indicated in Tables 1A to 1C in columns 3 and 4. The process therefore of reporting a "state of the art" in projects affected project quality.

TABLE 2: COMPARISON OF EFFICIENCY SCORE FOR GROUP TERM PAPERS (1991-1993)

Measurement	Control Group Score	Treatment Group Score
N	6	6
Mean Score (X)	62.1	77.7
Variance (S^2)	10.2	18.67
Standard Deviation (sd)	3.2	4.3

Project Accomplishment Rate (PAR)

Although speed or rate of project accomplishment was not an important issue of the study as for precision and efficiency, the study notes that the mean accomplishment rates of projects in days were 4.2 for treatment groups and 18.2 for control groups and concludes that lack of organized information in a learning environment occasions loss of precious time.

CONCLUSION

- Information as a learning activity involving "search strategy", "bibliographic instruction", "information retrieval" and "document search and use" enhanced the quality of students term papers, and improved the standard of "bibliographic citations".
- Encouraged the reporting of state of the art in projects.
- Promoted independent library research and the writing of research projects within a reasonable time duration.

RECOMMENDATION

Although "library instruction" remains an essential component of higher education curricular, its contents are not adequately analysed to determine appropriate course sub-units. The study recommends the integration of such course units as "bibliographic instructions", "search strategy", "information retrieval" and "document search and use" into library instruction component.

ACKNOWLEDGEMENT

I appreciate greatly the efforts of Dr. Alex. Melifonwu, Vice Principal and Head Crop Science, Federal College of Agriculture, Umudike for evaluating all the group term papers X_1 and X_2 for the 3 years of the study and particularly for his cooperation in administering projects X_1 and X_2 among groups A and B for the period.

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BOOK REVIEW

The Practice of conservation of Library Materials in Sub-Saharan Africa. By M.E. Ojo-Igbinoba. Bloomington, Indiana: African Studies Program, Indiana University. c1993 60p.

The book consists of ten chapters, which put together a good choice of topics arranged in a logical structure; from problems and causes of deterioration of library materials, to the preservation and remedial measures.

The first chapter provides a historical introduction to the practice of conservation and preservation, highlighting the role of the International Federation of Library Associations (IFLA). This chapter also includes information on the methodology used in the study. The second chapter discusses climatic conditions in various geographical locations in Sub-Saharan Africa. Chapters three to five discuss various agents of deterioration common in Sub-Saharan Africa, and their effects on library materials. Chapter six discusses methods used in disaster planning. Chapter seven discusses effects of mishandling library materials. Chapter eight is on major methods of conservation, including those indigenous to Africa. Chapter nine discusses various remedial measures that can be taken to restore damaged material. The last chapter offers a number of recommendations that would assist libraries in ensuring that their collections are permanently preserved.

Overall the publication documents preservation and conservation (PAC) practices of 27-university libraries in Sub-Saharan Africa.

A major advantage of the book is that it takes note of methods of preservation and conservation indigenous to Africa.

The book points to the need for conservation and preservation to be treated as an integral part of library services and activities, therefore the need to train and employ PAC personnel to render the services. The author suggests that PAC should be given as much weight as other activities such as collection development or reference work.

The supporting tables throughout the book are a particularly good indication of the level of involvement in PAC work in African university libraries.

The bibliography of over 60 entries at the end of the book is also a useful tool for identifying materials for further reading.

The appended questionnaire which was used for the study could be used as a useful guideline of areas that need to be considered in setting up an infrastructure for PAC activities within an institution.

The book is well written, and has much to offer to any body interested in conservation and preservation of library materials, especially in Africa. It would be particularly useful to conservation librarians, Librarians in charge of special collections, archivists, and students of librarianship.

An omission in the questionnaire, which affected the coverage of the book is the absence of questions relating to the organisation of PAC work in the sampled libraries. Questions enquiring about the existence of PAC units within the libraries, the qualifications and level of personnel in charge of PAC work, activities of PAC units (if they exist), would have provided additional useful information. Furthermore, inclusion of

questions requesting responding libraries to provide statistics of materials that are processed through the PAC programme in a given year would give the reader information on the extent to which remedial measures are taken to restore damaged materials.

One of the questions in the questionnaire required the responding library to provide a list of reprographic equipment held by the library. While such a question would help in determining the capacity to carry out PAC work, it would not necessarily mean the holding library is using the equipment for the same.

Some of the suggestions given in the last chapter make a good starting point for ensuring that library materials are permanently preserved. However, I wonder to what extent the enactment of laws by African governments to increase the use of permanent paper would be effective, considering that the bulk of library materials in African libraries are from outside the continent.

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NEW PUBLICATIONS

Model Science and Technology Information Networks in Sub-Saharan Africa: Report of a Feasibility Study Carried out by a Panel of the Board of Science and Technology for International Development. Washington D.C., National Research Council, 1993. 72p.

The report is based upon the site visits conducted by the Board of Science and Technology for International Development (BOSTID) and Africa Regional Centre for Technology (ARCT) staff in Kenya, Tanzania, Zambia, Nigeria, Sierra Leone and Zimbabwe upon the grantee meeting that took place in Senegal and BOSTID Panel meeting that took place in America.

The grantee projects enclosed in the report are models that can provide a hub or focal point in the development of scientific and technological information (STI) services in their respective science and engineering communities.

The report among others include feasibility and rationale for a network of grantees, network implementation plan, appendices that include guideline for site visit interviews, possible network models and database questionnaire.

For further information contact:

Wendy D. White, Senior Program Officer

BOSTID/National Research Council, 2101 Constitution Avenue

N.W. Washington, D.C. 20418, USA.

LAS NEWS: Newsletter of Library and Archives Services of the Ministry of Education and Culture, Windhoek, Namibia.

It gives reports on the activities of information professionals and organisations in Namibia. The first issue came out in November, 1993 and the current issue is May, 1994. For more information contact: Ms. Renate Morgenstern, LAS NEWS, Directorate of Library and Archival Services, Ministry of Education and Culture, P/Bah 18186, Windhoek, Namibia.

SPOTLIGHT ON MONOGRAPH SERIES ON AFRICAN LIBRARIANSHIP

The African Studies Program at Indiana University, Bloomington, Indiana, U.S.A. started the Monograph Series on Africana Librarianship in 1990 to provide African librarians a vehicle for publishing materials on the practice of librarianship in Africa which are longer than an article and shorter than a book. The goal of the series is to contribute to communication about the practice of Africana librarianship within Africa, as well as outside Africa. The monographs are distributed free of charge to libraries and librarians in Africa, and sold outside of Africa.

The series includes monographs on the practice of librarianship in all kinds of libraries: academic, public, school, special, archives etc., which has general relevance in Africa. The series does not include reports on research or projects which are of only local interest to a single African country, histories of librarianship in a single country, or bibliographies.

To date four monographs have been published. *Collection Development in African University Libraries - Challenges and Frustrations* by Sam E. Ifidon, University Librarian, Edo State University, Ekpoma, Nigeria, surveys collection development theory and practice in 18 universities in English-speaking African countries in relation to library organization and the larger context of university structures and priorities, summarizes the main characteristics of collection development in the institutions surveyed, and offers recommendations for improving collection development in university libraries.

In *Information-seeking and Use by Human and Veterinary Medical Scientists (HVMS) in Africa: Case Study from Borno State, Nigeria*, Ken M. C. Nweke, Lecturer, Department of Library Science, University of Nigeria, Nsukka, surveyed the literature on his subject, sent a questionnaire to human and veterinary medical scientists in Borno State on their use of medical and other libraries in Borno State. He describes information seeking by these scientists in 22 types of information sources and makes recommendations on how libraries can improve the dissemination of medical and veterinary science information.

M. E. Ojo-Igbinoba, Library Services, Edo State University, Ekpoma, Nigeria, in *The Practice of Conservation of Library Materials in Sub-Saharan Africa* provides a descriptive overview of biological, physical and chemical agents, disasters and improper handling which damage books and reports on a survey of conservation practices in 27 universities in Sub-Saharan Africa. The data are summarized descriptively and on 22 tables, and suggestions are made for improving the conservation of materials in African libraries.

Oral Literature in African Libraries: Implications for Ghana by A. Anaba Alemna, Senior Lecturer, Department of Library and Archival Studies, University of Ghana, Legon, is based on the author's dissertation research. He provides a brief overview of literature about the definition of oral literature and how it should be handled in libraries, profiles of 9 oral literature collections in Sub-Saharan Africa, an analysis of

how oral data are collected, processed, managed and disseminated in these collections, and recommendations for libraries that plan to initiate the collection of oral data.

Persons interested in submitting manuscripts for a monograph should send a one-page proposal that outlines the content of the proposed manuscript and states the date by which the manuscript will be completed. The Editor will reply to all proposals stating whether they are appropriate for the series, and if so, suggesting a schedule for submission, revision and publication. Manuscripts should be typed double space, internal footnotes used, and all references listed at the end. Typically completed monographs are 30 to 60 pages in length, single spaced copy. It has taken about a year or more to produce the monographs described above from the time copy is first submitted.

The editor of the Monograph Series on Africana Librarianship is Nancy J. Schmidt, Librarian for African Studies and Adjunct Professor of Anthropology at Indiana University. Proposals for monographs and requests for free copies should be sent to Nancy J. Schmidt, African Studies Program, 221 Woodburn Hall, Indiana University Bloomington IN 47405 U.S.A.

Nancy J. Schmidt

PERSONALITY INTERVIEW WITH MRS. CHRISTINE OPOKUA KISEDU, UNIVERSITY LIBRARIAN, THE BALME LIBRARY, UNIVERSITY OF GHANA



MRS. CHRISTINE O. KISEDU

Mrs. Christine Opokua Kisedu (nee Agyei), the University Librarian of the Balme Library, University of Ghana was born in 1937 in Ghana. She attended the University College of Ghana (now University of Ghana) between 1959 and 1962, the University College, London, 1963 - 64; the University of Sheffield 1975 - 76 and the University College of Wales, 1976 - 77. She holds B.A. (Hons) History, London, 1962; postgraduate diploma in librarianship, London, 1964; M.A. Information Studies, Sheffield, 1976; and M.A. Lib. Wales, 1977. Mrs. Kisedu an accomplished teacher and practitioner has been in the information profession for the last 30 years having started her career as an Assistant Librarian-in-Training at the Balme Library, University of Ghana in 1963. Between 1963 and

1973, she held various positions at the Balme Library including Head Cataloguer and Head, Africana and Student Reference Collection. In 1973 she moved to the Department of Library and Archival Studies at the University of Ghana as a full-time teacher having previously served as a part-time teacher in the same Department for about two years. In 1980 she was appointed the Assistant Director and Head of Information and Documentation Division of the United Nations Institute for Namibia in Lusaka, Zambia. She held this position until 1987, and she returned to the Department of Library and Archival Studies, University of Ghana in 1989. She was appointed the Head of Department in 1990, a position she held until 1983 when she was appointed the University Librarian of the Balme Library, University of Ghana. Mrs. Kisedu has held many professional and administrative positions. She was Hall Warden at the University of Ghana between 1973 and 1980, member of the Editorial Boards of Ghana Social Studies Journal, 1977 - 1980 and Ghana Library Journal, 1991 - present; member, Council of Ghana Library Association, 1969 - 1971; and 1991 to present. She belongs to many learned societies including Ghana Library Association, Library Association, (UK), Institute of Information Scientists, London; and the

International Society of Knowledge Organisation, Germany. She has served on several committees of the University of Ghana, Ghana National Scientific and Technological Information Network and the United Nations Institute of Namibia. Mrs. Kisedu is a widely travelled woman. She has attended several international conferences, seminars and workshops in many parts of the world. Mrs. Kisedu has many publications to her credit. She has published extensively on cataloguing and classification in Africa. Her areas of interest include cataloguing and classification, information retrieval and history and theory of librarianship. Mrs. Kisedu is certainly one of the most experienced serving librarians in the continent today and it is with great pleasure we asked her to share her professional experience with our readers.

Balme Library, University of Ghana was one of the two libraries in Africa listed in a publication titled 'Major Libraries of the World' published in the late 1970s. Do you think Balme Library can still be listed as one of the major libraries of the world in terms of its collection and services?

The Balme Library, like all major libraries in Ghana — public, academic and special — are government funded. Therefore the severe recession that has characterised the national economy for the past two decades has naturally left serious scars on all of them, including the Balme Library.

The period immediately before the publication to which you make reference was the heydays when government funding was regular and donor support was generous and relatively easy to come by. But the recessionary period of the mid seventies to date has placed a severe break on development in practically every sense in which the word can be applied in the University Library context.

There was no book budget in the 1980's and therefore little or no growth in terms of collection or any other aspect of development. The harsh economic conditions took their toll on staff morale. Many left and those who remained lacked motivation. Services in such conditions, became merely custodial, and students and faculty had to fend for themselves, more or less. Therefore, for the Balme, the 1980s can be described as a lost decade in terms of growth and development.

But things are looking up. There is a definite turn around to repair the damage and prepare the library to meet its immediate academic and research support obligations, and to prepare it to enter the 21st century. Many programmes have been or are being initiated, a few of which I would like to mention briefly.

Firstly, a major facelift has been given the library through a physical rehabilitation of the plant and equipment. This has given the library its refreshing look, both within and outside. The congenial environment for work and study that has resulted has an important psychological value for both workers and users.

Secondly the library has benefited greatly from Ghana's tertiary educational reforms which are being funded with a World Bank loan. There is now a reasonably regular flow of new books and journals since 1989/90. The rate of acquisition may not be comparable to that of the 1950s, 1960s and early 1970s, but the fresh look of new titles in the cataloguing department and on our shelves is morale boosting and we are determined to sustain the trend.

Thirdly, the Balme Library is a member of a new experimental CDROM Project being coordinated by the AAAS. Membership comprises a select number(7) of African University libraries. The objective is to experiment in the exploitation of electronic media (CD-ROM) to augment their journal subscriptions. The CDROM bibliographic data bases provided cover for the major disciplines that form the focus of each of the Universities' programme of teaching and research.

Another experimental project also to foster intra African networking in the use of research and academic journal that originate in Africa includes the Balme Library as one of the beneficiary academic institutions.

As you can see, the period of stagnation is over. The leadership is now poised to respond to the challenges of University Library administration and regain our former position as a centre of excellence. In these efforts we are fortunate to have strong support at the highest level of the University's administration.

I began my professional career in the Balme Library in the good old days and I and my principals are determined to recapture the spirit and substance of those days before I leave the scene.

Although you are relatively new in your position, what efforts are you making to generate funds from sources other than the normal subvention from the University?

We recognise two things in this area: the first is that the problem of lack of inputs which I have described above is largely due to the University's and, by implication, the library's total reliance on government for regular funding. The government has clearly indicated that it can no longer do this. Secondly, as noted above, donor funding has become difficult in the face of global cuts in institutional budgets; besides, we cannot depend on hand outs as a main instrument of development. We have, therefore, had to review the situation critically at the University level, and the Balme Library has taken the following income generating initiatives:

- a. The Technical Services Unit (Bindery, etc) has been expanded through the acquisition (by means of a loan from the University obtained in November 1993) of new equipment to enable it to operate on a commercial basis. Old and broken down equipment has also been rehabilitated for this purpose. Our objective is to provide varied binding and printing services on a larger scale for the university community and the general public.
- b. The Library's photocopying service has long been its main (though limited) income generating venture. We are planning to expand the service further through the purchase, in the next couple of months, of a heavy duty copier, to meet the increasing pressure on the existing equipment and thereby generate more income.
- c. A more daring project, the creation of an endowment fund, is being seriously discussed. This would be done through the launching of a "Friends of the Balme Library" appeal fund, to be inaugurated before the end of this year, hopefully. It is an ambitious programme but not impossible of execution.

- d. We are requesting that a physically separate account rather than the notional paper one that exists, be opened for the Balme Library in order to enable us bypass the slow, business retarding University accounting system, but still within the system.

Given your academic and teaching background, what type of organisational structure do you think is best suited for university libraries in Africa?

Seventeen (17) of my Thirty (30) years as a professional librarian have been spent as a practitioner (with some part time teaching) and 13 as a full time teacher. But I must admit that I have had to do solely with academic institutions, and my teaching background has also given me a particular academic orientation.

The traditional functional structure into Acquisitions, Cataloguing, Periodicals, Reference/Circulation Departments is characteristic of most University libraries, especially in Africa. For an academic library, an administrative structure with a subject orientation is considered a more effective means of managing the collection and serving the clientele who study, teach and research in specific disciplines or subject areas, in the first place.

I endorse this approach whose proponents have appointed subject specialists to either process materials for particular faculties or to liaise with such departments or faculties, within the functional structure. The Balme Library has been flirting with this system in a rather disinterested manner for years. It is our intention to resuscitate and pursue it more purposefully.

The other extreme is to establish three main sections in the library — a Subject Libraries Division, a Support service Division and the Main Administration. I know that the University of Jos library adopted this structure in the 1970s. There may be others. The deciding parameters here are size and diversity of the collection, and availability of the relevant staff expertise. This system is demanding in terms of special subject staff, particularly in the sciences, and they are still a relatively rare commodity in the profession in Africa.

The first type has a better appeal for me: maintain the functional divisions but staff them with a mixture of subject specialists, if possible, to process materials in their subject areas, and liaise with the respective departments/faculties and supervise their departmental libraries. One area where I would advocate separation into strict subject categories is reference. Here too, collection size, and varied staff expertise would be important in the final decision. It should not be forgotten, however, that experienced librarians can be given responsibility for a subject area not specifically their own.

Self accounting schools and institutes in universities tend to have their own autonomous libraries. There is nothing wrong with that. What is required is a systemic approach, with effective coordination at the centre and networking through a union catalogue or an OPAC where applicable.

Do you agree with those who are of the view that university libraries in Africa are generally overstaffed?

Overstaffing is relative in this context and depends on several factors, including the size of a given library, the availability of reference materials that provide short cuts in processing stock, of staff for and manning sections of a library. A large library with several special collection requires a larger team both at the professional and non-professional levels.

Having said that, I would tend to agree with the view. Within the existing organizational structure mentioned above, the minimum number of professional staff for the average University Library with a collection of 300,000 volumes should be between 10 and 15, maximum (excluding the University Librarian and his or her Deputy).

Within this structure, cataloguing and Reference would seem to be the most demanding in staffing requirements at both the professional and para/non professional levels, but the maximum should take care of this special requirement. The more systems I have seen in my travels, the more convinced I have become that our staffing is over bloated and needs to be trimmed down.

I am not unaware of the fact that manual systems which predominate in the African environment are labour-intensive and that without the labour-saving tools and techniques that are the norm elsewhere, more hands are needed in African libraries to get the same amount of work done. However, even in the absence of these bibliographic and technological facilities, a case for more original cataloguing, for example, and the extra professional hands required as a result, falls flat in the face of the Cataloguing in Publication (CIP) data in the vast majority of the books we order for our libraries which provide short cuts in the processing of library materials.

At the lower level, over staffing is even more significant. The large corp of para-professionals, clerical and cleaner/messengers vis a vis the professional workforce leads, sometimes, to a ratio of 6:1 or higher in some cases. This is a drain on a library's resources and should be looked at, seriously.

What in your opinion should be the relationship between a library school and the university library in the same university campus?

Traditionally, there seems to be little love lost between University libraries and library schools even on the same University campus. Most of the time it seems to be the library school which tends to be critical of its practitioner cousin, and seems to imply that it could do the library's job better, or worse, that the library staff are backward! Academic arrogance, no doubt, is the problem, and it results in insufficient or minimal interaction between them. This fractious relationship is unfortunate because there is every reason why the two should work in close cooperation.

In most African countries, university libraries tend to be the largest employing agency on the information job market. Library schools therefore need their input and support for the relevance of their curricula and also for satisfactory placement in respectable employment of their products. As the closest (in terms of distance) and the highest level in professional terms, university libraries are obvious "laboratories" where practical attachment of professional neophytes can be easily arranged. More

importantly, with a little goodwill, the library school and the university library can set the pace in research and professional development in librarianship and information science through joint research projects and continuing education programmes.

I would like to see more joint action and cooperative dialogue between the two close cousins, in designing solutions for Africa's many informational problem. I am sure that the solution will improve with the increasing trend in designating university libraries as academic. This should force a greater level of research activity among them and, consequently, closer cooperation between them and the library schools.

You were recently involved in an IFLA sponsored research project on library school teachers in Africa. What has come of it? Can you brief us on the project.

There must be some misunderstanding or a case of mistaken identity here because I have not been involved in any such research project. What I tried to do together with Diana Rosenberg, formerly at Moi University, was to present a proposal for the establishment of a continental association of African schools of Library and Information Science. The proposals were offered to IFLA and was accepted in principle. Diana informed me before she left Moi that it had been agreed that I should continue to involve myself closely in organising the first meeting which had been expected to take place this year (1994). But I have heard no more about it.

What I am now involved in is co-organisation of a UBCIM Workshop on the use of the MARC format in Anglophone Africa, which is to be held in Accra, Ghana in February 1995.

What are your particular areas of interests in librarianship and information science?

I cannot hedge over this question. Cataloguing and Classification come first after years as a practitioner and a teacher in that twin process. It wasn't love at first sight, though. However, it simply "took me over" in the 1960s and '70s in the Balme, and then at DLAS, where I transferred on the ticket of Cat & Class in 1973.

Information Retrieval, another area of interest, is a natural expansion (or should I say) graduation, from Cat & Class. I have been teaching this most of the time. The CD ROM project and our initiatives in automation that I have spoken of already are therefore a source of great interest and excitement to me although my practical expertise is not advanced.

Information science which encompasses all the above, is another area of interest, thanks to the University of Sheffield which taught me various facets of it that I have found useful and helpful as a practitioner, a teacher, and a researcher. I find practical administration or management of libraries and information systems most exciting because of the many challenges it poses and the opportunities to interact with people in all kinds of situations.

What in your opinion are the problems of library profession in Africa? and what is the way forward?

The problems of the library profession seem to be legion on the face of it. (i) African Libraries are poorly funded because of weak national economies and a private sector

that is relatively speaking not information conscious and therefore has not developed the culture of giving to further information causes. (ii) We lack expertise in some important areas such as the ability to make information available to rural communities; we also lack management skills. The latter seems to be the Achilles heel (not finance) of the profession. This is one of the areas in which many of our library schools are deficient. (iii) Our professional associations depend on voluntary workers and therefore cannot provide the direction and focus that ensure a rallying point for any profession. (iv) Some of us are skirting the periphery of the new technologies because of the primitive and unworkable systems of telecommunications. This is particularly the case in Anglophone West Africa. The result is that we cannot communicate easily with one another. The amount of trouble you have had contacting me for this interview is a case in point. These are a few of the problems.

In the face of all the above, I believe that the profession has certain strengths which should be exploited for us to avoid marginalization.

- a. There is a raging hunger for knowledge in our professionals and many are prepared to go to great lengths to acquire knowledge. Our governments and institutions should take up the challenge so that relevant skills can be acquired.
- b. I want to stress the need for management skills because they are all embracing and are what drive the modern world. The vast bulk of Africa's problems are the result of lack of requisite management skills. The defect is pervasive.
- c. There is the realization that within the global context, we need an African brand of librarianship and information science; in other words, designing African tools for the solution of African problems. Journals such as yours are a source of hope. Nigeria has a few viable ones that can be viewed as international in scope.

I look forward to the day when we will talk more to one another, use one another's expertise and establish indigenous institutions that will make original contributions to the world's store of information that can be identified as African.

I thank you for the opportunity and may God bless you.

PROFESSIONAL NEWS AND EVENTS

NEWS

Masters in Library and Information Studies take off in Botswana

A masters degree in library and information studies will commence at the beginning of 1994/95 session. The programme will extend over two academic years and it will attract candidates with a first degree in any subject, including library and information studies and holders of postgraduate diploma in librarianship. The latter will enter at the second year level of the programme.

The first year courses will include sociology of information; information resources and services; management of information systems; information storage and retrieval; and information technology and applications. The first semester of the second year will include four courses and dissertation preparation while the second semester will be wholly devoted to dissertation. Holders of bachelors degree in library and information studies will not take first year courses, rather a programme will be worked out to enable them upgrade their knowledge in the minor subjects taken at the undergraduate level.

AJLAIS included in African Journals Distribution Programme

The *African Journal of Library, Archives and Information Science* (AJLAIS) is one of the twenty journals selected in Africa for distribution to twenty university libraries in English-speaking Africa by the International African Institute based in London. The 20 journals were selected on the basis of proven academic and publication record. Only journals which have scholarly articles were selected.

The twenty university libraries selected are distributed as follows: four each in Nigeria and Kenya, three in Ghana, two each in Sierra Leone, Tanzania and Zambia and one each in Ethiopia, Malawi and Zimbabwe. The twenty journals selected are also distributed as follows: six in Kenya, two each in Nigeria and Ghana and one each in Botswana, Malawi, Morocco, Senegal, Sierra Leone and Uganda.

AJLAIS is the only journal in the information profession among the twenty journals selected.

The project is to assist libraries in Africa that are unable to subscribe to journals published elsewhere in Africa because of foreign exchange. The short term objective of the programme is to strengthen the African academic journal publishing sector through the provision of subscription income and to enable the results of research in Africa to be widely available. The long term objective is to contribute to the development and improvement of the quality of research and scholarly publishing in Africa through the provision of reliable and regular intra-African channels of communication by the publication of journals.

The project is funded by ODA (UK), DANIDA (Denmark) and the Netherlands Ministry of Foreign Affairs will provide funds for the long term programme. The first phase of the programme is expected to last for three years.

Kisedu Appointed University Librarian

Mrs. Christine Kisedu has been appointed the University Librarian of Balme Library, University of Ghana, Legon. She was until her appointment, a senior lecturer and Head of Department of Library and Archival Studies, University of Ghana. Mrs. Kisedu held various positions at Balme Library between 1964 and 1973. She was for many years an Assistant Director and Head of Documentation Division, United Nations Institute of Namibia, Lusaka, Zambia. We wish Mrs. Kisedu a successful tenure.

New Information Studies Training Programmes in Namibia

The Department of Information Studies, University of Namibia hopes to start new programmes in Information Studies soon. In 1995 the Certificate, Bachelors, Masters of Information Studies and Ph.D. programmes will commence. Semi — professional diploma and postgraduate diploma in information studies will be offered in 1996. (Culled from LAS NEWS, 1 (1) p.9).

A New Librarianship Journal in Nigeria

Nigerian Journal of Library Science in the latest journal in librarianship to emerge in Nigeria. The journal is billed to come out twice a year and it will provide a medium for the investigation of problems in library science especially as they relate to Africa in particular and developing world in general. The editor-in-chief is Nduntuei O. Ita, University of Calabar Library, P.M.B. 1115, Calabar.

University of Botswana and DSE celebrate 10 Years of Co-operation

The 10th anniversary celebration of co-operation between the Department of Library and Information Studies, University of Botswana and Deutsche Stiftung für Internationale Entwicklung (German Foundation for International Development)/ DSE took place recently in Botswana. The Head of Documentation Centre of DSE, Mr. Lutz Hutterman traced the history of co-operation from 1984 to 1994. He disclosed that his organisation sponsored over two hundred participants from Eastern and Southern Africa to attend short courses in Botswana. During this period, four DSE sponsored training courses were held. These were on:

1. Improving the Effectiveness of Small Libraries and Information Centres;
2. Micro CDS/ISIS Training Course;
3. Training of the Trainers Course; and
4. Strategic Management for Library Directors

DSE also provided 84 scholarships to students from 14 countries including Cameroon, Kenya, Lesotho, Malawi, Mauritius, Namibia, Seychelles, Somalia, Sudan, Swaziland, Tanzania, Uganda, Zambia and Zimbabwe for certificate and diploma in library and information studies. It funded the publication of *Information Trends/Newsletter* until recently. According to Mr. Hutterman the coffers of University of Botswana had benefitted from 500,000 US dollars from both the short and regular courses.

African Index Medicus in the Pipeline

A project to create an international index to African health literature to be known as African Index Medicus is being sponsored by the World Health Organisation. The pilot sites are in Kenya, Mozambique, Nigeria, Zambia and Zimbabwe. The bibliographic records as well as information on health experts and research projects in Africa will be included in the database.

(Culled from Padis Newsletter, 8/4 p.5)

Library and Information Science Abstracts in CD-ROM at the University of Botswana Library

A new CD-ROM "LISA Plus" incorporating LISA from 1969 to date, Computers in Libraries and Current Research in Library and Information Science from 1981 to date is available at the University of Botswana Library. It has been favourably welcomed by researchers in library and information studies in Botswana.

A New Library School in Nigeria

A new library school was recently established at Edo State University, Ekpoma, Nigeria. This brings to ten the number of library schools in Nigeria. The school will run at the diploma and bachelors levels.

FORTHCOMING INTERNATIONAL CONFERENCES AND WORKSHOPS

January 23-26, 1995 Melbourne, Australia. IAALD IXth World Congress. The World Congress of International Agricultural Information Specialists. Theme: Communicating Agricultural Information to Remote Places. Papers are expected to be presented from various perspectives including technological, geographical, linguistical, cultural and the use of electronic networks to overcome isolation. For further information contact Dr. H. S. Hawkins, School of Agriculture and Forestry, The University of Melbourne, Parkville 3052, Victoria, Australia.

August 20-26, 1995, Istanbul, Turkey. The International Federation of Library Associations and Institutions (IFLA) 61st Council and General Conference. Theme: Libraries of the Future. For further information contact Ms. Altinay Sernikli, President, Presidency of National Library, Bachelievler, 06490 Ankara, Turkey.

September 1-6, 1996, Beijing, China. International Council on Archives. XIth Congress. Theme: The Archives at the End of the Century: Taking Stock and looking Ahead. For further information contact International Council on Archives, Secretariat 60 Rue des Francs Bourgeois, 75003, Paris France.

REPORTS OF CONFERENCES AND WORKSHOPS

First International Conference on Grey Literature, Amsterdam, Netherlands, 13-15 December, 1993. The Congress attracted over 200 participants from different parts of the world. Four participants came from Africa—two from Botswana and one each from Lesotho and Namibia. Thirty five papers including three from Africa were presented on the three main sub-themes:

Producers and Publishers of Grey Literature; Information Networks, Intermediaries and Information Centres; and
Supply and Demand of Grey Literature; The Consumer/end-user.

The papers presented from Africa were:

Grey Literature revisited – The Southern African Perspective – Ms. N. M. Moshoe-shoe- Chadzingwa (Lesotho).

The Problems of Organising and Disseminating Grey Literature In Africa – Dr. L.O. Aina (Botswana).

Grey Literature and DEVSIS project: A Case Study of National Institute of Research Documentation Centre, University of Botswana – Mrs. K. Kwafo - Akoto (Botswana).

Those interested in the proceedings should contact TransAtlantic Koningnweg, 201-1 NL, 1075 CR Amsterdam, Netherlands.

Consortium of African Schools of Information Science, Rabat, Morocco, 25-27 April, 1994. The Consortium of African Schools of Information Science (CASIS) was established in Rabat, Morocco on 27 April 1994 with four founding members: the Africa Regional Centre for Information Science (ARCIS) Ibadan, Nigeria, the Department of Library and Information Studies, University of Botswana (DLIS) Gaborone, Botswana, the Ecole des Sciences de l'Information (ESI) Rabat, Morocco and the School of Information Studies for Africa (SISA) Addis Ababa, Ethiopia. Each was represented by the Head of the School/Department. Professors Wilson Aiyepku (ARCIS), Peter Havard-Williams (University of Botswana) Mohammed Benjalloun (ESI) and Getachew Biru (SISA).

The meeting was financed by the International Development Research Centre (IDRC), Ottawa, Canada, with whom each of the four schools have had connections over a period of years, and ESI. (Had another body taken up a similar initiative, the selection of schools might have been different.). In addition, there were heads of schools/departments from Egypt, Kenya, Senegal, South Africa, Uganda and the USA. Also present were Messieurs M. El Mandja, Centre National de Coordination et de Plannification de la Recherche Scientifique et Technique, Morocco, A. Fassi-Fihri, Centre National de Documentation, Morocco, A. Kalaoui, Head, Unesco in Rabat, Z. Bamba, Association of African Universities and Madame K. von Schlebrugge, SAREC, Stockholm, Sweden. IDRC was represented by Mr. S. Ahktar, Miss P. Thompson (Ottawa) Messieurs A. Camera (Dakar, Senegal) and Habib Sy (Nairobi, Kenya).

The initiative for the Consortium originally came from IDRC which undertook an in-depth study of information needs in Sub-Saharan Africa in 1988. IDRC has been involved for some ten years in studying possible graduate programmes to meet African human resource needs and supported a number of educational and research programmes. It has recently approved a grant to initiate the Consortium. However, the concern of IDRC in development is to give the people on the ground power in terms of knowledge and the capacity to decide what is best for them. The Consortium has resulted from discussions over the past twenty months among the four schools and IDRC.

The objectives of CASIS are to expand the co-ordination and co-operation in information science education in Africa, both in terms of geography and language; to support programmes which are sustainable, i.e., which will in due course finance themselves; and to develop information programmes in line with local realities. The design of curricula, short-term training, indigenous publishing, the development of research strategies and consultancy services will be determined by the schools which will in due course, it is hoped, include information science schools all over Africa.

The five programmes of CASIS: *institutional strengthening, continuing education, exchanges, research consultancy and advisory services* are aimed at building up capacities and ensuring that these are constantly sustained with the assistance of the wide range of expertise and skills that are already available not only in the present membership, but in the prospective membership. Also important will be the role of CASIS in monitoring and evaluating developments in the field of information education throughout Africa.

Such a programme will initially require substantial external funding and in addition to IDRC a number of other donors are actively interested in the project. The Consortium of Donors to African Education (DAE) will meet in Dakar, Senegal soon and an initial case for support will be put to this meeting.

Further progress in establishing CASIS requires the formulation of a constitution under Ethiopian law, as it has been decided to set up a small secretariat in Addis Ababa. This will take place in the next few months after which formal invitations will be sent to potential members. Membership will be in three classes.

1. Members will be schools with masters' programmes in information science/studies with evidence of, and a commitment to, a research programme;
2. Associate members will be those schools with an undergraduate programme in information science/studies or related subjects, with the possibility of establishing a master's programme;
3. Affiliate members will include regional or national organisations in Africa concerned, inter alia, with research and human resource development in information science/studies willing to contribute to CASIS programmes and donor agencies with substantial interests in capacity building in relation to the interests of CASIS.

NOTES:

1. Information science is defined as an area of study devoted to scientific enquiry and professional practice, addressing problems of the effective communication of knowledge among institutions and individual users of information, in the context of contemporary and future social conditions, taking full advantage of information technology.
2. The Consortium is most grateful to the Moroccan authorities and especially Dr. M. Benjalloun and his colleagues for hosting this initial and significant meeting of CASIS.

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Swaziland Library Association 10th Anniversary Conference/Annual General Meeting, Manzini, Swaziland, 3-4 June, 1994. A two day conference was held in Manzini, Swaziland to celebrate the tenth anniversary of Swaziland Library Association. The conference was attended by over 80 delegates. The conference was declared open by the Director of Education in the Ministry of Education, Swaziland. Three guest speakers were invited from outside Swaziland. Dr. L. O. Aina of the University of Botswana talked on the role of a library association. Kingo Mchombu also of the University of Botswana spoke on providing library services to the rural population and Dr. R. Usherwood of the University of Sheffield spoke on marketing of library services. For proceedings of the conference, contact the chairperson, SWALA, P. O. Box 2300, Mbabane, Swaziland.

Improving Educational Research and Documentation Centres Workshop, Gaborone, Botswana 6-25 June, 1994. The workshop organised by the Educational Research Network of Eastern and Southern Africa (ERNESA) for persons in charge of educational documentation in ERNESA region attracted 17 participants from Botswana, Ethiopia, Kenya, Lesotho, Malawi, Mozambique, Namibia, Swaziland, Tanzania, Uganda, Zambia and Zimbabwe. The course consisted of five modules:

- information and educational research;
- indexing and abstracting;
- information technology and applications;
- user services; and
- practical management

The resource persons came from the Department of Library and Information Studies, Faculty of Education and the National Institute of Research, University of Botswana.

Pan-African Seminar on the Information Provision to Rural Communities in Africa, Gaborone, Botswana, 20-25 June, 1994 The seminar which was organised by the International Federation of Library Associations and Institutions (FLA) Africa section and the Advancement of Librarianship in the Third World Programme (ALP) in collaboration with the University of Botswana, National Library Services and the Department of Non-Formal Education, Botswana, attracted 60 participants from Benin, Botswana, Ethiopia, Finland, France, Mali, Mozambique, Namibia, Nigeria, Norway, Senegal, South Africa, Swaziland, Sweden, Tanzania, Thailand, Tunisia, UK, Zambia and Zimbabwe. Sixteen papers were presented at the Seminar. The topics covered included:

- regional information provision activities;
- information activities in selected countries;
- grassroots activities and case studies;
- education and training for information provision to rural communities; and
- research and evaluation.

The keynote address was given by Mr. Abdelaziz Abid of the Division of the General Information Programme of Unesco.

At the end of the five - day seminar, the following resolutions were passed:

1. Access to information services is a basic human right. Governments should ensure that this right is provided to rural people including the disadvantaged, the disabled and the illiterate.
2. Whereas the Seminar participants recognise the difficulty of community involvement and sustainability, and considering the important role of change agencies in the rural communities, it was resolved that the ownership of projects aimed at providing information to rural communities essentially must remain that of the communities themselves.
3. Experience in Africa has shown that community support for libraries and information related projects is short-lived. In order that support and indeed the projects are sustained, it was resolved that the facilitators in collaboration with other change agents should devise means to ensure that the total community involvement through existing structures and benefits of the projects are immediately realised by rural communities.
4. To provide information services in an interdisciplinary process. Therefore any initiative to supply such services dictates that the process should involve as many local groups, extension workers, NGOs, government departments, etc. as possible in the process and as sources of information and skills.
5. In recognition that information services require funds, the principle of identifying and utilizing as many local inputs (in money and in kind) as possible be followed e.g. information workers donating time to facilitate process, locally raised money to form trust funds and government and donor funds.
6. It was resolved that staffing of rural information centres was absolutely essential if the centre was to fulfil its duty to disseminate information. It was further resolved that rural information centres should have a professional staff at the head office and para-professional at the district level.
7. We recognise the need for formal training programmes incorporated in training policies to integrate rural provision in the curriculum. Continuing education and retraining programmes should be conducted in the field of rural information provision. Grassroots rural information workers should be trained and provided with practical skills and study visits and there should be training project.
8. We recognise the importance of research and evaluation and the need for using appropriate techniques/methodologies for conducting research and evaluation in the area of rural information services.
9. The need for forum of dialogue through existing journals and newspapers. A clearing house using existing structures within Africa for dissemination of professional information e.g. Padis
10. Considering the important roles the learned societies and professional associations play in the advancement of humanity and recognising their ever deliberate efforts in assisting the growth of knowledge and dissemination of information, the Seminar resolved to initiate activities that enhance building, manpower develop-

ment and co-operation, etc. relating to the information provision to rural communities.

- 11 The key to the provision of information to the rural communities is appropriateness of information sources in content, relevancy, language to the needs of the communities.

Recognising this need, we resolved that the creation of such information sources must focus on the rural needs of the community and to a large extent the communities should be involved in the process. Further more, that the type and form of the information resources must cater for the wide range of groups in the communities e.g. literates, non-literates, blind, children etc., hence the need for print and non-print media, the talking books, braille, etc. and that indigenous information must be seen to be reflected in the resources.

The highlight of the seminar was the "Gaborone Declaration":

"African librarians and librarians from elsewhere met under the auspices of IFLA with the support of Unesco in order to discuss matters relating to information provision for rural communities in Africa. At the end of the seminar a series of resolutions were made so as to facilitate access by rural communities to scientific, technical and cultural information.

Considering the relevance of such resolutions and the need to translate them into concrete action, the participants agreed individually and collectively to use all their abilities and skills to effect and execute the resolutions and suggest that national professional associations should help implement these resolutions.

For further information about the conference, The Chairperson of IFLA Africa, Mrs. H. Kay Raseroka, University of Botswana Library, Private Bag 0022, Gaborone, Botswana should be contacted.

ABSTRACTS OF SELECTED PROFESSIONAL LITERATURE PUBLISHED IN AFRICA, 1993

Agricultural Information

Ogunronbi, S. A and Oladokun, S. O. (1993). Sources of Information used by Agricultural Extension Workers, Ogbomoso Area of (Oyo State) Nigeria. *Leading Libraries and Information Centres*, 1, 1, 11-18.

The study investigated through the use of questionnaire the sources of information used by agricultural extension workers in Ogbomosho area of Oyo State in Nigeria. The study revealed that agricultural extension workers utilised various sources for the different tasks they perform. The most prominent sources mentioned included the boss of agricultural extension workers, colleagues of extension workers, librarians, and salesmen of agro-based industries. Of all the documentary sources of information used by the agricultural extension workers, journal articles, agricultural extension literature and reports predominate. Specific monographic and periodical publications which are

important for agricultural extension workers were identified and recommended for agricultural libraries to acquire. Recommendations were also posited to keep agricultural extension workers abreast of current trends in agriculture.

Archives

Harris, Verne (1993) Community Resource or Scholars Domain? Archival Public Programming and the User as a Factor in Archival Theory and Practice. *S. A. Archives Journal*, 35 : 4-13.

This article makes a case for archival public programming in the South African context, using as foundation the premise that use is the ultimate goal of all archival endeavours. The argument is located in a model of such endeavour which identifies the archivist as the conduit between society and the record. It is contended that core archival functions can be executed properly only with a due regard for user needs and the securing of public participation. The conceptual and political dimensions of resistance to this approach in South Africa are explored. A call is made to incorporate public programming as an integral part of all archival services in South Africa.

Lau, Brigitte (1993) Archives Services in Changing Societies in Southern Africa: Namibia. *S. A. Archives Journal*, 35: 46-52.

The challenges posed to the National Archives of Namibia by the transition from colonialism to independence are described. Archival legislation, transfer of records, and records management are focussed on. After addressing the question of the user in post-colonial context, endeavours to shape services to users' needs are outlined. Particular attention is paid to finding aids (manual and computerised), source publication extended opening hours and oral history projects.

Lekaukau, T. Masisi (1993) Catering for User Needs, with Special Reference to the Botswana National Archives and Records Services. *S. A. Archives Journal*, 35 : 24-32.

Brief explorations of archival user services, the users of archives, and the establishment of the Botswana National Archives and Records Services, form the article's foundation. It is followed by a detailed assessment of the extent and quality of services provided to government, researchers, the educational system, and the general public. The impact on these services of limited resource is emphasised.

Mbewe, Mark (1993) Archives Services in Zambia. *S. A. Archives Journal*, 35: 39-45.

A brief account of the history and functions of the Zambian National Archives introduces an analysis of the National Archives Act. Particular attention is paid to the Act's shortcomings and their impact on user services. Other factors inhibiting these services are also described, many of them related to the nature of one-party rule in Zambia before 1991. Hope is expressed that the country's new democracy will herald a resurgence in archival services, although the competition for resources is fierce in a country faced by many challenges.

Community Information

Ochogwu, Michael G (1993) Information Needs and Resources Utilisation in Selected Urban and Semi-Urban Communities in Borno State. *Leading Libraries and Information Centres*, 1, 1, 27-36

This study identifies the type of Information that urban and semi-urban communities in the former Borno State seek with a view to determining the resource based centres and information sources that the communities consult for meeting the factors that militate against their access to such information.

Information Retrieval

Ibrahim, Fatima Lasisi (1993) The Informativeness of Documents Titles in Nigerian Magazines: A Case Study of An Information Retrieval System. *Leading Libraries and Information Centres*, 1, 3 & 4:2 9-15.

Based on the hypothesis that document titles are not adequately informative and the degree of their informativeness varies from one discipline to another, this is a study of articles in the Magazines listed in the 1990 Nigerian Magazines Index to determine their degree of precision in conveying the subject matter of the articles. Two disciplines each from the humanities, the social sciences and the applied sciences covered in the index, were used. The chi-square statistical test showed that document titles in the applied sciences were more informative than those of the humanities and the social sciences, although not significantly, in respect of the latter. Suggestions are made as to how document titles in the social sciences and humanities could be made more precise to facilitate their indexing and information retrieval.

Information Technology

Alabi, G. A (1993) Information Technology: Whither Nigerian Libraries and Documentation Centres. *Leading Libraries and Information Centres*, 1, 2, 27-35.

This paper examines the level of usage of computers in libraries and information centres in Nigeria. From a survey of some libraries comprising academic, legal, religious research and company set-ups, most of the libraries use their computers largely for word-processing and other peripheral activities and only few for total library automation activity.

This paper concludes that the low utilisation of computers for library functions may stem from the fact that there are presently no cost effective library automation packages to serve the needs of these libraries. In the light of this, the paper closely looks at the currently introduced software package TINLIB for total library operation and concludes that it is presently the only solution to move libraries away from the present apathy towards automation. Although TINLIB is user friendly and widely used across the world, its cost in the Nigeria market is its only impediment.

Library History

Ajibero, Mathew Idowu (1993) Librarianship, The "Mother of all Professions" Leading Libraries and Information Centres, 1, 3 & 4, 24-32.

The paper traces the history of librarianship and looks at the profession of librarianship, the information needs of the library professionals and the services they provide to other users. The challenges ahead are highlighted.

Library Security

Afolabi, Michael (1993) Factors Influencing Book Theft and Mutilation among Library Users and Staff in Nigerian Libraries. Leading Libraries and Information, 1, 3&4, 2-8.

A critical examination of previous literature revealed that discussions on the factors influencing the theft and mutilation of the information sources in libraries have not seriously addressed the influencing role of the economic, political, social and environmental factors. An understanding of how these variables could influence book theft and mutilation is important for the librarian's conceptual understanding of the problem. It is not very helpful to simply list these factors without discussing them, nor to largely attribute the problem to library factors. The purpose of this paper is to identify and discuss the factors that influence theft and mutilation of information sources in Nigerian libraries.

Media Technology

Mabawonku, Iyabo (1993) Students' Attitude to Media Use in Instruction in Two Nigerian Universities, Leading Libraries and Information Centres, 1, 2, 9-13.

The study investigates the nature of instructional media used by students in two selected Nigerian universities. The television, graphic materials, transparencies and motion pictures were the most frequently used media. The attitude of the students to media use in the classroom was found to be positive as majority of the respondents agreed that media use makes learning easier, more interesting and more realistic while it also makes the presentation of information by lecturers more systematic.

Medical Information

Nweke, Ken M. C. (1993) Use of Information Sources by Pre-Clinical and Clinical Faculty Members of the Maiduguri Medical College, Nigeria, Leading Libraries and Information Centres, 1, 2, 14-18.

Pre-clinical and clinical faculty members of the Maiduguri Medical College have similar preferences of information sources. Few discrepancies in the patterns of information sources faculty members use are observed and discussed. The use of personal record of data and other information sources enable the faculty members to meet their information needs. There is the need for action that would enhance access to more information sources as well as improve organisation and retrieval of personal records of data.

Periodicals

Aina, L. O. (1993) The Periodical Literature of Librarianship in Nigeria: A Comparative Analysis of Author Characteristics of Local and Foreign Based Journals, *Leading Libraries and Information Centres*, 1, 2, 2-8

A comparative analysis of papers authored by Nigerians appearing in Foreign journals and local journals in terms of quality was carried out. Two local journals, *Nigerian Libraries and Nigerian Library and Information Science Review* and two foreign based journals, *International Library Review*, and *Libri* were selected for the study. The status of authors, affiliations of authors and time span of cited references were the parameters used.

The findings revealed that there is no significant difference with respect to quality between the two categories. The study therefore concludes that referred journals published in Nigeria are not inferior to those published in the developed countries.

Science and Technology Information

Adimorah, E. N. O. (1993) Information Needs of Scientists and Technologists in Nigeria, *Leading Libraries and Information Centres*, 1, 2, 19-26.

A study of the information needs of scientists and technologists in Nigeria shows that the libraries and information centres in their organisations can not meet their information needs because they are not adequately stocked and staffed. They prefer to conduct literature searches by themselves. Attendance at conferences and journals constitute the sources they use in literature searches. Factors that lead to their unsatisfied information needs include non-availability of current journals in their field of study, lack of databases and good information storage and retrieval systems, lack of inter-library loan facilities, inadequate and uncurrent information sources on Nigeria STI, poor orientation of library and information centre staff to responsive reference services. These problems are being ameliorated by the establishment of the National Information and Documentation Centre (NIDOC) as a national focal point for information and the establishment of other local centres on key subject areas. The National Policy on Information, when put into place, will harmonise, standardize and lead to effective co-ordination of Nigeria's information system.

User Studies

Louw, Anna (1993) Some Responses of Libraries to Changing User and Community Requirements. *S. A. Archives Journal*, 35 : 14-23.

This article endeavours to provide an archival audience with an account of how libraries have shaped their services to accommodate the needs of both users and the wider community. The account begins with the emergence of public libraries in the Western world, then examines library publicity, the development of user studies, the promotion of information, and social involvement in this context. The focus shifts to these processes in South Africa, with particular attention being paid to the emergence of community libraries and community resource centres.

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AIMS AND SCOPE

African Journal of Library, Archives and Information Science is established mainly to provide a forum for librarians, archivists, documentalists, information scientists and other information related professionals in Africa to report their research findings but with emphasis on African setting. The Journal is refereed by distinguished scholars. Emphasis is on empirical research; however manuscripts of high quality on theoretical aspects of the three information related disciplines will be considered for publication.

NOTES TO CONTRIBUTORS

Three copies of the manuscripts typed double space on one side should be submitted. Ample margins should be provided. The title, author's name, position and place of work should appear on the first page. Subsequent pages of not more than 15, should include an informative abstract of not more than 100 words. Manuscript will be considered only if it has not been published elsewhere.

References and notes should be indicated in the text by names of authors and date of publication in brackets. The list of references should be listed at the end of the text.

References to journal articles should be in the following order: Author(s) date, title, journal's name, volume number, issue number and inclusive pagination e.g.

Mazikana, P.C. (1987) "Archives and Oral History: Overwhelming Lack of Resources" *Information Development*, 3 (1) 13 – 16.

References to books should be in the following order: Author(s), date, title, place of publication, publisher, pagination eg.

Aboyade, B. O. (1989) *The Provision of Information for Rural Development* Ibadan: Fountain Publications, 104p.

References to contributors in collected works should be in the following order: author(s), date, title of contribution, name of the editor, title of the collected works, place of publication, publisher and inclusive pagination e.g.

Neill, J. R. and Kotei, S. I. A. (1981) "Towards a National Information System for Botswana" in Inganji, Francis (ed.) *Use of Information and Documentation for Planning and Decision Making*. Gaborone : NIR, pp. 36 – 53.

No charge is made for publication. Twenty five copies of reprints of each major article will be supplied to the principal author.

Manuscripts and other editorial materials should be directed to the Editor in Chief, Dr. L. O. Aina, Department of Library and Information Studies, University of Botswana or to any member of the editorial board nearest to you.