Republic of the Philippines
QUEZON CITY COUNCIL
Quezon City
19th City Council

PO19CC-150

24th Regular Session

ORDINANCE NO. SP- 2291 *, S-2014*

AN ORDINANCE AMENDING ORDINANCE NO. 3559, SERIES OF 1957, ENTITLED "AN ORDINANCE PRESCRIBING THE POWERS AND DUTIES OF THE CITY LIBRARIAN AND SUPERINTENDENT, QUEZON CITY, AND PROMULGATING RULES AND REGULATIONS FOR THE OPERATION THEREOF."

Introduced by Councilor JULIENNE ALYSON RAE V. MEDALLA.

Co-Introduced by Councilors Anthony Peter D. Crisologo, Ricardo T. Belmonte, Jr., Dorothy A. Delarmente, Lena Marie P. Juico, Victor V. Ferrer, Jr., Alexis R. Herrera, Precious Hipolito Castelo, Voltaire Godofredo L. Liban III, Roderick M. Paulate, Ranulfo Z. Ludovica, Ramon P. Medalla, Estrella C. Valmocina, Allan Benedict S. Reyes, Gian Garlo G. Sotto, Franz S. Pumaren, Jose Mario Don S. De Leon, Jaime F. Borres, Jesus Manuel C. Suntay, Marvin C. Rillo, Vincent DG. Belmonte, Raquel S. Malañgen, Jessica Castelo Daza, Bayani V. Hipol, Jose A. Visaya, Godofredo T. Liban II, Andres Jose G. Yllana, Allan Butch T. Fancisco, Karl Edgar C. Castelo, Candy A. Medina, Diorella Maria G. Sotto, Marivic Co-Pilar, Rogelio "Roger" P. Juan, Melencio "Bobby" T. Castelo, Jr., Donato C. Matias and Ricardo B. Corpuz.

WHEREAS, it is the national policy to promote the moral and intellectual well-being of the people;

WHEREAS, it is the policy of the Quezon City Government to promote literacy and academic advancement through the establishment of a city library and its satellite branches in all districts and barangays;

WHEREAS, pursuant to the said policy, the Quezon City Library has undergone major renovations to conform to recent

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WHEREAS, this Ordinance seeks to enhance the administrative and operational functions and services of the Quezon City libraries.

NOW, THEREFORE,

BE IT ORDAINED BY THE CITY COUNCIL OF QUEZON CITY IN REGULAR SESSION ASSEMBLED:

SECTION 1. – The "City Librarian and Superintendent" shall henceforth be identified as the City Librarian and any and all reference to "City Librarian and Superintendent" in Ordinance No. 3559, Series of 1957, shall be deemed to read "CITY LIBRARIAN" only.

SECTION 2. – Section 1 of Ordinance No. 3559, Series of 1957 is hereby amended to read as follows:

> *"SECTION 1. The Quezon City Library and Information Center shall be understood to refer exclusively to the City's Main Library. There shall also be established as may have already been established under Republic Act No. 7743 District and Barangay Libraries"*

SECTION 3. – A new Section 2 is hereby added to Ordinance No. 3559, Series of 1957, which shall read as follows:

> *"SECTION 2. For the purpose of this ordinance, the following terms are hereby understood to mean as follows:"*
>
> *(a) BORROWER – is any bonafide resident of Quezon City who is authorized to borrow books from the Quezon City Libraries upon presenting his or her library card.*

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(b) *QUEZON CITY LIBRARY AND INFORMATION CENTER – a public library established and maintained by the City government. It is primarily for the use of the residents of the city.*

(c) *QUEZON CITY DISTRICT LIBRARY – a public library located within a district; established and maintained by the City Government. It is primarily for the use of the residents of the district.*

(d) *QUEZON CITY BARANGAY LIBRARY – a public library located within the barangay and the barangay reading center. It is established and maintained by the City Government together with the Barangay government, and is primarily for the use of the residents of the barangay.*

(e) *GUARANTOR – assumes principal liability for the cost of any reading material lost or damaged by a borrower. A guarantor is only required for minors.*

(f) *LIBRARIAN – in the Philippine context, is any person who is a bonafide holder of a license and certificate of registration issued by the Board of Librarians of the Professional Regulation Commission in accordance with Republic Act Nos. 6966 and 9246. He or she is appointed by the local government.*

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(g) *LIBRARY – is a collection of books and similar materials organized and administered for reading, consultation and study.*

(h) *LIBRARY CARD – a non-transferrable card issued to approved applicants for access to library privileges. Only one library card will be issued to each approved applicant.*

SECTION 4. – Section 2 of Ordinance No. 3559, Series of 1957 is hereby amended to read as follows:

"SECTION 3. The City Librarian shall exercise the following powers and duties under the general supervision of the City Mayor:

(a) *Acquire library books, reading matters, services and library facilities by purchase, donation, or gift to meet the needs and purposes of the City, District, and Barangay libraries;*

(b) *Designate or mark equipment, rooms and buildings, and other library facilities to commemorate and identify gifts and donations made to the library system;*

(c) *Preserve all reading matters, books and magazines and equipment belonging to the City, District, and Barangay libraries;*

(d) *Supervise the use of the facilities of the City, District, and Barangay libraries;*

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(e) *Distribute reading facilities to the satellite branches of the Quezon City Library and Information Center and extension of such facilities by recommending the opening of additional libraries as the need and increasing advancement of the residents of the Quezon City demand;*

(f) *Adoption of a system of processing the books and preparation for use of the public of all library reading materials facilities, in consonance with modern methods of library science and to introduce, promote and adopt new technologies that will provide faster and more accurate access to information and research for all library users;*

(g) *Take any action deemed necessary and proper to establish, equip, operate and maintain an effective library system within the limits of approved appropriations of the City Council;*

(h) *Ensure the establishment of Congressional District and Barangay Libraries pursuant to Republic Act No. 9246.;*

(i) *Recommend the appointment of library personnel to the City Mayor; and*

(j) *Promulgate the library's implementing rules and regulations to make the use of the library as pleasant and productive as possible."*

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SECTION 5. – Section 3 (4) of Ordinance No. 3559, Series of 1957 is hereby amended to read as follows:

"(4) GUARANTORS: - All minor applicants shall require a guarantor who shall assume principal liability for the cost of any reading material lost or damaged. A minor being understood to be one who is less than eighteen (18) years of age. The following shall be eligible to act as a guarantor:

(a) The parent or legal guardian of the minor applicant.

(b) A Quezon City Government Official or Employee, except those of the Quezon City libraries;"

SECTION 6. – Section 3 (5) of Ordinance No. 3559, Series of 1957 is hereby amended to read as follows:

"(5) LIBRARY CARD APPLICATION, PRIVILEGES, AND VALIDITY: -

(a) Library Card Application: only bonafide Quezon City residents may apply for a library card subject to the following requirements:

i. A photocopy of one valid government ID or a barangay clearance to establish identity and residency
ii. Two (2) pcs of 1 X 1 recent ID picture
iii. Duly filled application form
iv. For Minors: A guarrantor shall provide a photocopy of one valid government ID to establish identity and residency

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(b) *Library Privileges: valid library card holders are eligible for the following library privileges subject to rules and regulations issued by the Quezon City Library and Information Center:*

i. *Borrowing Privileges*
ii. *Internet Use*
iii. *And such other services to be determined by the City Librarian.*

(c) *Validity: the validity period will be as follows:*

Library Card User	*Validity Period*
Elementary Student	*Upon graduating from Elementary School*
High School Student	*Upon graduating from High School*
For QC Government Employees	*Valid until their retirement or separation from service.*
For Other Library Card Users	*Valid for two (2) years*

SECTION 7. – Section 3 (7) of Ordinance No. 3559, Series of 1957 is hereby amended to read as follows:

"(7) LIBRARY HOURS: - Library hours shall be the prescribed number of hours at the discretion of the City Librarian with the approval of the City Mayor."

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SECTION 8. – Section 3 (9) of Ordinance No. 3559, Series of 1957 is hereby amended to read as follows:

"(5) FEES AND FINES: -

Particulars	Fee
Library Card Application Fee	₱60.00
Library Card Renewal Fee	₱60.00
Replacement Fee for Loss Library Card by Public School Students	₱30.00
Replacement Fee for Loss Library Card by Other Library Users	₱50.00
Replacement Fee for Subsequent Instance/s of Loss Card	₱100.00
Fee for Unreturned books	₱1.00*
Fee for Electricity Use	₱20.00**

*per book per day
**use of the library's electrical outlets of not more than 1 hour for purpose of charging laptops, cellphones, and other electronic device.

SECTION 9. – Section 3 (11) of Ordinance No. 3559, Series of 1957 is hereby amended to read as follows:

"(11) RARE BOOKS: - Rare books shall be restricted within the confines of the Quezon City Library and Information Center or its branches, except when such book will be used for research by any Quezon City government official."

SECTION 10. – Section 3 (12) of Ordinance No. 3559, Series of 1957 is hereby amended to read as follows:

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"(12) FEES FOR LOST, DAMAGED, OR MUTILATED BOOKS - Lost, damaged or mutilated books purchased by the city must be paid by the borrower at the purchase price as indicated at the property tag of the book, or if its an allocation from the National Library of the Philippines (NLP) the price as indicated in the front page of the book or as listed in the Memorandum Receipt; and for donated books, a fixed cost of P50.00 will be charged."

SECTION 11. – Section 3 (14) of Ordinance No. 3559, Series of 1957 is hereby repealed. A new Section 3 (14) is hereby inserted which will read as follows:

"(14) COLLECTING AGENCY FOR FEES AND FINES: - All fees and fines shall be collected by the City Librarian and forwarded to the Treasurer's Office under the account of the Quezon City Library and Information Center to be credited specifically under its supplies account."

SECTION 12. Section 2 of Ordinance No. 3559, Series of 1957 shall be renumbered as Section 3, and the subsequent sections shall also be renumbered accordingly.

SECTION 13. A new Section 4 is hereby added to Ordinance No. 3559, Series of 1957 which shall read as follows:

"SECTION 4. SEPARABILITY CLAUSE. – If for any reason, any part, section or provision of this Ordinance shall be held invalid or unconstitutional, other provisions or parts thereof not affected thereby shall remain in full force and effect."

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SECTION 14. A new Section 5 is hereby added to Ordinance No. 3559, Series of 1957 which shall read as follows:

> *"SECTION 5. REPEALING CLAUSE. – All other Ordinances, Executive Orders, Rules and Regulations or parts thereof which are inconsistent with this Ordinance are hereby repealed or modified accordingly."*

SECTION 15. EFFECTIVITY CLAUSE. – This Ordinance shall take effect immediately after its approval.

ENACTED: March 24, 2014.

DOROTHY A. DELARMENTE
President Pro-Tempore
Acting Presiding Officer

ATTESTED:

Atty. JOHN THOMAS S. ALFEROS III
City Gov't. Asst. Dept. Head III

APPROVED: 23 JUN 2014

HERBERT M. BAUTISTA
City Mayor

CERTIFICATION

This is to certify that this Ordinance was APPROVED by the City Council on Second Reading on March 24, 2014 and was PASSED on Third/Final Reading on May 26, 2014.

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Atty. JOHN THOMAS S. ALFEROS III