
Regional Medical Library Code of Conduct

Library users have a responsibility :

- To carry valid identification. Students on placement in the hospital and ULH staff should possess a valid UHL ID card, which is strictly non-transferable. Non-registered users may access the Library under certain conditions. The latter should produce some form of identification. Library staff reserves the right to request identification from users.
- To observe fire exits. Comply with any instructions or directions issued by Library or Security staff in relation to emergency evacuation procedures.
- To maintain a quiet environment in the Library. Do not engage in any loud, disorderly or antisocial behaviour that is likely to disrupt or offend other Library users or staff
- To silence mobile phones upon entering the Library. Text messaging and using silent phone functions are acceptable. Please do not receive calls or allow phones to ring.
- Not to steal, remove, conceal or use without authority any item of Library property.
- Not to vandalise, damage, deface or otherwise abuse any item of Library property.
- To only consume inoffensive foods that are not hot, aromatic, messy or shared e.g. pizza and to dispose of waste appropriately afterwards.
- Not to leave personal property unattended in the Library building. The Library accepts no responsibility for any personal property stolen, mislaid or left in the building.
- To remove all belongings when vacating a reading place. If not, Library staff may remove them. A reading place will be considered vacant after a 45-minute absence.
- To be courteous and respectful to Library staff at all times in the performance of their duties. Comply with any reasonable instructions or directions issued by staff at all times. Show respect and consideration to other Library users.
- To notify immediately a member of Library of any suspicious or unacceptable behaviour observed in the Library.