

# STUDY OF SECURITY MEASURES APPLIED IN COLLEGE LIBRARIES

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**Abstract:** - *The study has aim to know the security measures used in college libraries. This study has also included with traditional and modern electronic based security measures. Literature is analyzed on theory of overall physical security of library. The paper focused on concept of security and specified the objectives of the research, methodology and conclusion of the study. The paper has also discussed different type of security measures adopted by college libraries. These security measures are General Security, Building Security (Physical Security), Access Security, Collection Security, Equipment and Furniture Security (Asset Security), Staff and Patron Security (workplace Security -system and security utilities), Disaster and Emergency Security.*

**Keywords:** General Security, Building Security, Access Security, Collection Security, Equipment and Furniture Security (Asset Security), Staff and Patron Security, Disaster and Emergency Security Measures, Library Security.

## 1.1. Introduction

According to Radhakrishnan, Chairman of University Education Commission 1948, “Library is heart of all educational works.” University and college libraries are considered as central organ of all academic activities. Libraries are integral essential part of the all educational institutions. All departments, institutions, organizations and financial issues are responsible for protecting their assets, personnel and physical security according to their rules and as appropriate to their business needs and circumstance. Public places and

institutions like library are facing security related problems. They must develop their own security policies, measures to prevent their asset. When physical security measures are implemented in the correct and effective manner, it will ensure maximum protection.

A security system has consists different components, namely security aids, security measures, risk assessments, risk analysis and risk control. A security aid comprises of both physical security and the human element. In brief a security aid would be the piece of equipment or

manpower used to improve or add to the overall security system made up of a number of security aids such as CCTV, a control room, guards patrolling etc. Security measures should not be used in isolation, but rather in conjunction with one another in an integrated manner.

The principal objective of security management is to protect the assets of the organization and plan adequate measures to create secure environment. Library reading material is constantly need security because of loss of library material by atmospheric hazards, natural threats, user and staff etc. It attempts to provide some measures and suggestion to face security.

## **1.2. Definitions:**

### **1.2.1. Security**

According to Webster Dictionary (2007. Ed.Agnes, Michael) Security means “the state of being or feeling secure; freedom from fear, anxiety, danger, doubt, etc; state or sense of safety, tranquility, certainty, etc; protection; safeguard. 3.a. protection or defense against attack, interference, espionage, etc. b. protection or defense against escape c. procedures to provide such protection or defense.

Simply security means freedom from danger, protection from unauthorized access, loss avoidance, damage prevention, reduction of long-term threat created by improper environmental conditions.

**1.2.2. Security Measures :** Reitz, Joan M. as per Online dictionary of Library and Information Science “Library is also information business profession. Reduce unlimited access, Proper security mean or security hours, gate keeper guards, security man etc., Photo ID for admission, Retinal, Finger prints, voice recognition security, Passwords for computer used changed frequency, need to know lock is for information, An authorization code for use of equipment and materials.”

There are various security measures that can be executed at libraries, which can be human, physical or electronic. It also includes improving and applying different measures, policies and procedures within the library. Security measures should be effectively implemented, it is vital that each library know what their risks are and what types of violence are occurring at their libraries. Security practitioners may recommend different security measures to be implemented, depending on their background knowledge and experience of the library environment.

## **1.3. Need and Significance of the Study**

The study has importance to know the implemented security measures in college libraries. In view of the significance of the libraries in higher education, it is necessary to undertake the study of library security measures for collection, building, furniture, staff and user etc. This would highlight the current security status of college libraries. A systematic study is

needed to find out implemented security measures in college libraries of the region.

In current day's security of library property, library personnel and the users are the great challenge before the librarians. These elements can be internal and external; hence it is needed to implement security measures to protect the library property from theft, mutilation, damage, misplacement, loss, missing, fire, flood, disruptive behavior, physical and verbal abuse etc. A library should not limit its approach to the physical protection of assets through such means as locks, access control, avoiding barriers. Present study has been endeavoring to study the security measures implemented in college libraries for protection of collection, user and staff. Risk of such a type of loss and damage is also anxious. It is not possible to prevent threats without proper security measures. Every library needs to implement good security measures for dealing with safety and security concerns.

#### **1.4. Objectives of the study**

Objectives of present study are:

1. To know the previous studies on security measures.
2. To identify the type of security measures.
3. To find out which security measures applied by college libraries.

#### **1.5. Hypotheses:**

Following hypothesis are formulated for the study

1. Many studies are found on library security.

2. Proper security measures can reduce threats.
3. Maximum security measures are implemented in libraries.

#### **1.6. Scope and Limitations:**

Research plan has undertaken only Arts, Commerce and Science private aided college libraries Affiliated to Dr.Babasaheb Ambedkar Marathwada University. Aurangabad. This study is limited to 108 private aided colleges. While, professional colleges such as Law, B.Ed., Engineering, Management, Information Technology etc. are not included in the study. This University covers four districts; these are Aurangabad, Jalna, Beed and Osmanabad. Study has covered 7 (2007-08 to 2013-14) years duration.

#### **1.7. Review of Literature:**

Study is aiming to identify security measures for libraries. It has also assist to know the security measures for study.

Rogers (2009) state that implementing and evaluating certain approved security risk control measures. He also indicates some objectives of security measures, these are Deflection, Deterrence, Detection, Delay, Reaction, Detention, Rectification of security weaknesses and Recovery of losses. Alao's (2004) discussed "The Effectiveness of Library Measures Against Theft and Mutilation: An Opinion Survey". Brown (2004) also state the need for effective security measures in libraries.

Chaney and MacDougall (1994) in his study explore collection security issues and measures used or adopted by the Malaysian University Libraries to curb security breaches. Abass Atiku Maidabino surveyed collection Security Issues in Malaysian Academic Libraries: An Exploratory Survey, University of Malaya, Malaysia, Bahr, Shuman, Bruce A. (1997) (1999), Linclon (1984), ALA, ACRL, Ajegbomogun (2003), Bello (1998), Holt (2007), Lorenzen (1996), Udoumoh and Okoro (2007) in their studies. They have discussed different collection security measures.

Some scholars made difference between human and physical security measures. According to Bitzer and Hoffman (2007) human elements and its measures on the premises might decrease scholars, staff and parents' fear of crime, as well as assist with the prevention of crime. Lombaard & Kole, (2008) discuss the human and physical security measures.

According to Lombaard and Kole (2008) divided security measures into three categories, consisting of the outside and inside perimeter measures. The outside perimeter measures that can be found outside of the library building normally the perimeter of the premises such as signs, fences and other barriers (barricades), lighting, alarms and patrols (both humans on their own or accompanied by dogs). The inner middle ring (inside) inner ring measures are the security measures used within the boundaries of the facility and can include fences and other barriers

(walls), alarms, lighting (often with motion detecting capabilities), CCTV external cameras, warning signs, doors, locks, burglar proofing on windows, security staff, access control systems.

Security technology, as an adjunct to physical security measures, can be excellent tools and a great contribution to the safety of scholars and staff in libraries and in reducing the crime or violence in libraries. Green, (1999). There are various security technologies that can be implemented a library. These could include Closed Circuit Television (CCTV) systems, videoing and video surveillance footage whether analogue or digital; alarms; metal detectors or handheld detectors; x-ray machines and card reader systems. Lombaard & Kole, (2008). Oder (2004) argued that maintains that security measures such as supervision, patrolling and surveillance are lacking in libraries..

Security survey, stocktaking and inventories are to identify and assess any weaknesses in security measures. Library may also perform stock verification on periodical basis, with a view to weed out books, as per its policy and writing off books. Rogers & Schoeman, (2009) Schornagel, Karl W. (2008) examine the existing state of security measures, to ensure that the minimum security measures are required, to identify any new security risks. Regular stock verification of collections can identify missing items that might otherwise have been overlooked, theft, mutilation, misplacement, vandalism, crime and security measures suggested

curbing the problem. Bowden, (2005), Grewal (2004) reported audit or inventories should conduct to control the system and modify when necessary.

## 1.8. Research Method

The present study is used survey method to collect the data from College Libraries. The Descriptive method is used to present research findings.

## 1.9. Data Collection and Analysis

Data is collected by structured closed ended questionnaire. 108 questionnaires send to private aided colleges affiliated to Dr. B.A.M.U. Aurangabad and 84 colleges were responded. Received response is 77.77%. Collected data is interpreted by using of tables, graphs. Microsoft Excel is used for analysis of data.

## 1.10. Security Measures used in college library

As per the objective of the study to know the security measures used in college libraries. The literature highlighted several measures to fight crime and vulnerable activity in libraries. Present study has considered seven major areas and use to classify specific security measures. These are 1) General Security, 2) Building Security (Physical Security) 3) Access Security, 4) Collection Security, 5) Equipment and Furniture Security (Asset Security), 6) Staff and Patron Security (workplace Security -system and security utilities), 7) Disaster and Emergency Security Measures. These all security measures

are reviewed in different literature. These all main security measures are analyzed in table No. 1 to 7.

### 1.10.1. General Security Measures

General Security measures are preventive and control measures that can be used to control the security problems from college libraries. Research has aim to know respondents preference for general security measures' and sub measures. Therefore attempt has been made to find out the general security measures employed by college libraries for security. The response collected in this respect is presented in table No.1.

**Table No. 1 General Security Measures**

| General Security Measures                                              | Responses received | Percentage |
|------------------------------------------------------------------------|--------------------|------------|
| General security description in prospectus/library manual/notice board | 78                 | 92.86      |
| Audit/ Stock checking/ inventory/ inspection                           | 84                 | 100.00     |
| Security Policy                                                        | 10                 | 11.90      |
| Risk assessment / Threats analysis                                     | 0                  | 0.00       |
| Rules and regulation of Institution                                    | 84                 | 100.00     |
| Record of Loss-equipment, collection                                   | 84                 | 100.00     |
| Legal action taken against miss use                                    | 84                 | 100.00     |
| Periodic meeting on control & security                                 | 0                  | 0.00       |
| Applied Local and International Law                                    | 0                  | 0.00       |
| Insurance premium                                                      | 30                 | 35.71      |

Above table No.1 shows that the response received for general security measures applied in their libraries to avoid security problems. The 84 (100%) libraries have regularly organise stock checking or inventory; rules and regulation have also implemented, all libraries have maintain record of loss of equipment and also collection, all libraries have take legal action against misuse as per their rules; 78 (92.86%) libraries have

general security description in prospectus, library manual of notice board; 30 (35.71%) libraries have maintained insurance premium record and up-gradation; 10(11.9%) have security policy. Risk assessment, periodic meeting for control security, applied local and international law response for these measures not found.

### 1.10.2. Building Security Measures:

A well-planned library building is a required for protection of library equipment, materials, collection, students, as well as the researchers and staff. Physical security should be given attention to the building design, construction material, lighting and space planning for shelves, reading areas, office areas, windows and doors as per the standard of library building. Hence try has been made to find out the building security measures followed by college libraries to prevent hazards. The collected response in this respect is presented in table No.2.

**Table No. 2 Building Security Measures**

| Building Security Measures                               | Responses Received | Percentage |
|----------------------------------------------------------|--------------------|------------|
| Door and Window                                          | 84                 | 100.00     |
| Electrification                                          | 65                 | 77.38      |
| Security Guard                                           | 11                 | 13.10      |
| Well water sanitation construction                       | 84                 | 100.00     |
| Enough to resist natural and civil hazards               | 42                 | 50.00      |
| Back-up power supply at campus and necessary equipment's | 45                 | 100.00     |
| Lock and key control                                     | 84                 | 100.00     |
| Fence for premises                                       | 77                 | 91.67      |
| Outside /Campus Security                                 | 77                 | 91.67      |
| Master fuse automatic on/off                             | 84                 | 100.00     |
| Interior Security                                        | 84                 | 100.00     |

|                                        |    |        |
|----------------------------------------|----|--------|
| Blub, switches are covered/locked      | 78 | 92.86  |
| Heavy and good ceiling type            | 84 | 100.00 |
| Well lighting to prevent hiding campus | 61 | 88.10  |
| Metal grills and safety gates          | 45 | 53.57  |
| Contract of periodic Repairing         | 42 | 50.00  |
| Testing/drill of repair                | 48 | 57.14  |

The Table No. 2 shows that response received for building security measures applied in their libraries to avoid loss and natural hazards. The 84 (100%) respondents have employed door and window; manage water sanitation facility to avoid leakage of water and damage of resources; back-up power supply facility for campus and necessary equipment's to keep away from delinquent activity and loss; lock and key control policy; master fuse automatic on/off system to protect form electric sparking and raised hazard; considered interior security; heavy and good ceiling type in construction for protection from natural hazards; 78 (92.86%) libraries have protected blub, switches, fuse by cover or lock; 77 (91.67%) libraries have constructed fence for premises; 77 (91.67%) libraries have considered outside or campus Security measures; 61 (88.1%) libraries have good lighting to prevent hiding area of campus; 65 (77.38%) libraries have considered electrification work; 48 (57.14%) libraries have regular testing of equipments and organising drill for repair and maintenance; 45(53.57%) libraries have metal grills and safety gates for windows, doors or open space in building; 42 (50%) libraries buildings have enough to resist natural and civil hazards; 42 (50%) libraries have given

contract of periodic repairing of building, 11 (13.1%) have appointed security guard.

### 1.10.3. Access Control Measures:

The aim of college libraries is to provide access to both print and non print library resource. Library access should be centralized and a control desk should be located to minimize the possibility of threats. Hence, the access control is covered in this study. It is important factor. The responses collected in this respect were analyzed and presented in table No. 3.

**Table No. 3 Access Control Measures**

| Access Control Measures                                       | Responses Received | Percentage |
|---------------------------------------------------------------|--------------------|------------|
| Identity card /smart card etc for access                      | 84                 | 100.00     |
| Electronic Recording                                          | 12                 | 14.29      |
| Access area/Reference section/ Rare collection limited access | 84                 | 100.00     |
| Isolation/Separation of collection                            | 84                 | 100.00     |
| Entry on register and signature at entrance                   | 4                  | 4.76       |
| Property counter                                              | 79                 | 94.05      |
| All entrance of obstructions removed to better surveillances  | 21                 | 25.00      |
| All belongings reported to staff or guard                     | 22                 | 26.19      |
| Alarm                                                         | 0                  | 0.00       |
| Food restricted                                               | 66                 | 78.57      |
| Authority tested access control factors                       | 49                 | 58.33      |
| Restriction of direct access                                  | 74                 | 88.10      |
| Checking validation of access                                 | 84                 | 100.00     |
| Biometrics                                                    | 00                 | 0.00       |

The Table No. 3 shows that 84 (100%) libraries have identity card policy for authentication of access; restriction of areas for

valuable collection; separation of collection and access area or reference and rare collection to provide limited access; isolation or separation of collection, checking validation of access periodicity; It is observed that 79 (94.05%) libraries have property counter; 74 (88.1%) libraries have applied restriction of direct access; 66 (78.57%) libraries have restricted food in library premises to protect collection from insects such as rats and other animals; 49 (58.33%) library authority tested access control factors at spot verification; 22 (26.19%) libraries have policy for belongings reported to staff or guard; 21 (25%) libraries have removed the all obstruction came in the way of entrance and exit for surveillances; 12 (14.29%) libraries have electronic recording system for surveillance; 4(4.76%) libraries have entry on register with signature at the entrance. Any library has not used alarm system or biometric. The respondents have also point out to access security, they have preferred prior registration of user and close access.

### 1.10.4. Collection Security Measures:

Collection management is an important aspect of security in library. Detailed collection records can also help to separate the valuable items and to store special. In addition, regular inventory of collections can identify missing items. Hence attempt has made to know the collection security measures followed by college libraries for security. The response collected in this respect has interpreted in table No.4.

**Table No. 4 Collection Security Measures**

| Collection Security measures                                     | Responses Received | Percentage |
|------------------------------------------------------------------|--------------------|------------|
| Access route is clear from any barriers                          | 65                 | 77.38      |
| Marking on all collection/ equipment (stamping /embossing)       | 84                 | 100.00     |
| Surveillance-CCTV, cameras                                       | 21                 | 25.00      |
| User orientation and education regarding use of reading material | 78                 | 92.86      |
| Collection arrangement                                           | 84                 | 100.00     |
| Rare collection kept in locked                                   | 84                 | 100.00     |
| Binding and repairing                                            | 84                 | 100.00     |
| Replacement of book from user                                    | 84                 | 100.00     |
| Theft – legal action taken                                       | 77                 | 91.67      |
| Replacement of book from library                                 | 84                 | 100.00     |
| All books fitted magnetized strips                               | 0                  | 0.00       |
| Restriction of reference/ rare collection to use at outside      | 84                 | 100.00     |
| Photocopying service                                             | 55                 | 65.48      |
| Have all collection organized well                               | 84                 | 100.00     |

The Table No. 4 shows that response for collection security measures applied in college libraries to prevent collection. Marking on all collection, asset or equipment (stamping) almost 84 (100%) libraries tried to ensure that collection is safe. The 84 (100%) libraries have arranged their collection in good manner; kept rare collection in locked or stored separate; regularly maintain collection by binding and repairing; policy of book replacement by user, if user lost or damage the book; adopted replacement of book policy by their own expenses, which is necessary to maintain collection development; restrictions of reference or rare collection to use at outside,

organized and good shelving; 78 (92.86%) libraries have organised user orientation and education regarding secure use of reading material and teaching importance of collection, 77 (91.67%) libraries have take legal action against the theft, mutilation or crime; 65 (77.38%) libraries have cleared access route to avoid barriers for surveillance; 55 (65.48%) libraries have provide photocopying service to prevent collection from mutilation and theft ; 21 (25%) libraries have surveillance by staff, CCTV cameras to control delinquent activity, abuse, misplacement and theft. Any libraries have not fitted magnetized strips in book or not operate book circulation by using RFID. The respondents have also mentioned access security they have preferred loan and renewal policy, close access.

#### **1.10.5. Equipment and Furniture Security Measures:**

Many libraries has include machinery for day to day routine operation like electronic gates, typewriter, detection tags, chains, frames, lighting for tools, cable, buttons, including different type of books such as brail literature, non book materials microfilms, artwork, antique items, eBooks' CD's, audio-visual equipment, cassettes, computers, laptops, tabs and such type of similar things along with its readers. The theft is possible in academic library equipment, media materials, art work, money and personal belongings. Therefore, proper care should require. Drawers and other forms of empty spaces in reading tables

must be avoided. Many studies are identified equipment safety measures. Present study has covered many security measures are as follows. Attempts have made to find out the equipment and furniture measures used by college libraries for security control. The collected data from the respondents is presented in Table No.5.

**Table No. 5 Equipment and Furniture Security Measures**

| Equipment/ Furniture/ other material Security Measures        | Responses Received | Percentage |
|---------------------------------------------------------------|--------------------|------------|
| Well storage and installed proper                             | 84                 | 100.00     |
| Periodic maintenance of equipment                             | 84                 | 100.00     |
| Surveillance                                                  | 78                 | 92.86      |
| Metal detector                                                | 0                  | 0.00       |
| Alternative emergency access of equipment                     | 20                 | 23.81      |
| User orientation & education about proper use of equipment's. | 84                 | 100.00     |

The table No. 5 represents the responses received from respondents for equipment and furniture security measures used in their libraries to protect from loss and damage. The findings indicate that 84 (100%) college libraries equipment and furniture have installed properly and stored in good condition; periodic maintenance of equipment has undertaken, organised user orientation & education to teach proper use of equipment's; 78 (92.86%) libraries equipment have in surveillance; 20 (23.81%) libraries have alternative emergency access of equipment; while zero percentage response received for metal detector system for checking to user and staff when they exist from library. The respondents have also mentioned the valuable equipments put in cloth and leather covers. Libraries have also made pest control for wooden

furniture. Some libraries have preferred trolleys for internal transport of collection or portable equipments.

#### **1.10.6. Staff/Patrons/ Visitors/ Security Measures**

Library has trinity of book, staff and users; without any one of them library cannot be complete its meaning. Staff is purchasing collection, processing and making available it to user. Not only staff but also patrons can be oriented or trained to aware library functioning and rules and regulation. It is also important that the staff members are trained to deal with difficult conditions or situations that can make security procedures easy to implement. Present study has followed user and staff security measures. The response is presented in table No. 7.

**Table No. 6 Staff and Patrons Security Measures**

| Staff/Patrons/ Visitors/ Security measures                              | Responses Received | Percentage |
|-------------------------------------------------------------------------|--------------------|------------|
| Motivate staff and users to increase cooperation each other-orientation | 84                 | 100.00     |
| Legal action will taken on criminal activity                            | 73                 | 86.90      |
| Punishment/ dues/ for loss                                              | 84                 | 100.00     |
| Discipline cell maintain the discipline                                 | 84                 | 100.00     |
| Training for staff,                                                     | 32                 | 38.10      |
| Drug testing                                                            | 0                  | 0.00       |
| Replacement of collection/ equipment                                    | 84                 | 100.00     |
| Training to staff handle critical condition                             | 31                 | 36.90      |
| Ethical guidance to staff / students.                                   | 54                 | 64.29      |
| Grievance cell hold the action                                          | 84                 | 100.00     |
| Observe on civil activities for precaution of civil unrest in future    | 75                 | 89.29      |

|                                           |    |        |
|-------------------------------------------|----|--------|
| First aid boxes available in proper place | 84 | 100.00 |
| Feedback & staff self-evaluation          | 74 | 88.10  |

The Table No. 6 shows responses received from respondents to staff and patron security measures applied in college libraries to provide safe environment. Findings indicated that 84 (100%) libraries have motivate staff and users to increase cooperation each other by orientation; punishment and dues for loss, late return, any damage; discipline cell to maintain discipline in premise; replacement of collection or equipment, if he/she damaged or lost it; grievance cell to take the action, if he/she involved in delinquent activity; available first aid boxes in proper place; 75 (89.29 %) libraries have observe civil activities for precaution of staff and user from civil unrest in future; 74 (88.1 %) libraries have getting user feedback for users opinion on services and facilities, staff self-evaluation process to know their difficulties and satisfaction etc; 73 (86.9 %) libraries have take legal action on criminal and delinquent activity, 54 (64.29 %) libraries have provided ethical guidance to staff and students; 32 (38.1 %) libraries have provide general training for staff; 31 (36.9 %) libraries have training for staff to handle critical condition. Response drug testing is received zero (0 %). The respondents have also mentioned that they have preferred to observe patrons and researcher intentions, provide supports of aid like catalogs or OPAC facility for user to student to avoid delinquent activities.

### 1.10.7. Emergency Security / Disaster

#### Preparedness Measures

Literature of library science and many authors depicts that disaster is one of the main reason to destroy the libraries or heritage of mankind. Two type of disasters identified in this study these are natural disaster and manmade hazards. Natural disasters like earthquakes, floods, heavy rains, hurricanes and tsunamis, fires and power outages, moulds and pests have created emergencies. Libraries have also been destroyed during wars, political conflicts, terror attacks, arson and loot; these are the man made hazards or disasters. Disasters can destroy thousands of volumes within a short time. It has found several measures to minimize disaster. Therefore study aims to finding out the emergency security measures used by college libraries; the responded data is presented in table No.7.

**Table No. 7 Emergency security/ Disaster Preparedness Measures**

| Emergency Security / Disaster Preparedness Measures        | Responses Received | Percentage |
|------------------------------------------------------------|--------------------|------------|
| Fire extinguishers                                         | 84                 | 100.00     |
| Heat/flame/ smoke detectors                                | 0                  | 0.00       |
| Sprinklers/ auto sprinklers                                | 0                  | 0.00       |
| Disaster team/cell is established                          | 78                 | 92.86      |
| Dryer                                                      | 0                  | 0.00       |
| Smoke alarm                                                | 2                  | 2.38       |
| Daily observe weather for precaution from natural disaster | 11                 | 13.10      |
| Controlling to avoid insects damage                        | 74                 | 88.10      |
| Emergency evacuation plan                                  | 55                 | 65.48      |
| Physical Checking of belongings                            | 22                 | 26.19      |
| Emergency report form                                      | 0                  | 0.00       |
| Building resist to hazards                                 | 55                 | 65.48      |

The Table No.7 indicates responses received from respondents to disaster, emergency

security measures applied in their libraries to minimize loss and damage by natural and manmade hazards. Findings indicate that 84 (100%) libraries have installed fire extinguishers; 78 (92.86%) have disaster team/cell was established as per university circular; 74 (88.1%) libraries have under take pest controlling to prevent library by insects; 55 (65.48%) libraries have emergency evacuation plan; 55 (65.48%) libraries have constructed building to resist hazards; 22 (26.19%) libraries have make physical checking of user belongings to avoid bomb or weapon attack; 11 (13.1%) libraries have observing weather daily for precaution from natural disaster; 2 (2.38%) libraries located in urban area have installed smoke alarm. Any library has not found heat/flame/smoke detectors; sprinklers/ auto sprinklers, dryer, emergency report form; its percentage is zero.

### 1.11. Summary and findings

1. As per objectives all above library security measures identified. These security measures can be used as checklist to maintain security in different libraries.
2. As per objective of study above main and sub security measures have used by college libraries. Maximum security measures have used by college libraries in the region to reduce threats and maintain security.
3. College libraries have scope to implement more security measures to avoid loss or threats.

### 1.12. Conclusion

Responded college libraries have used above all traditional or manual security measures, but they don't have employ technology based security measures in their libraries. Researcher also suggests using modern technology to reduce loss. These technologies are RFID, 3M technology, CCTV, biometrics, alarm, detector systems etc. Prevention is best policy to avoid loss.

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