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NEED OF SECURITY SYSTEMS IN LIBRARIES: AN OVERVIEW

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ABSTRACT

A library is a place where you can find many types of information, both in print and digital forms. It's a key source of knowledge, making this information easy to access for its users through different formats, including books, magazines, research reports, e-books, and e-journals in CD-ROM and online formats. Libraries are always adding new materials to their collections while also working to keep them safe for the future. To do this, they use a strong security system. The main goal of this security is to protect all library items from harm. In the past, libraries had limited access, so staff would bring materials to users instead of allowing them to go into the stacks. This was thought to prevent theft because users couldn't directly access the materials. However, this changed to include a security guard at the exit to prevent items from being hidden. As libraries became more open, allowing users to freely browse and select materials, new problems like theft and damage appeared. To tackle these issues, libraries are now focusing on electronic security systems, which are seen as more effective than old methods. This shift has led to many libraries adopting electronic security to better protect their collections. This paper explores the different tools and techniques used to ensure library security and discusses the reasons behind library security, the role of library staff, and the challenges they face.

KEY WORDS: *Library Security, Library Security Tools, Definition of security terms, Type of Library Security tools, Security Manager, security planning*

I. INTRODUCTION

Libraries play a crucial role in the advancement of civilized society, serving as vital hubs for education, learning, research and the dissemination of information for the betterment of all. Libraries can be defined as places that not only store information in printed format but also organize and store various forms of information in electronic format. It is in their capacity as directors that the libraries have the function of not only handling knowledge but also managing the procurement of information resources in the library. Libraries are now more focused on security to protect their valuable books and resources. These investments are worth it because the cost of maintaining them can be much higher than the initial purchase. Losing or damaging these items can make them impossible to replace, especially if they are out of print. The security system's main goal is to keep the library safe for staff, resources, and visitors, while also allowing easy access for patrons. It should work smoothly without getting in the way of the library's mission to serve its users.

II. SECURITY SYSTEM

* According to wikipaedia : Security generally refers to physical security protection that includes fire protection and emergency planning. Security is the degree of resistance to, or protection from harm.

* The term is also used to refer to acts and systems whose purpose may be to provide security (security company, security police, security forces, security service, security agency, security guard, cyber security systems, security cameras, remote guarding). Security can be physical and virtual.

III. LIBRARY SECURITY

A security system is designed to help unauthorized removal of particulars from the library. Its primary purpose is to ensure a safe and secure environment for library staff, resources, equipment, and patrons. likewise , these systems must operate without hindering the library's objects, services, and functions.

The security concerns at a library can be distributed into two main areas.

a) The first is physical security, which focuses on securing the physical means of the library such as books, journals, magazines, the library building, and its surroundings.

b) The second is electronic and information security, which is concerned with protecting the library's databases, patron information, and key components such as electronic resources and the systems and hardware used to store and distribute that information. To insure that security measures are effectively implemented in the library, it is essential for every library to have policies, promote awareness, give training and education, and regularly update their technology.

IV. NEED OF SECURITY SYSTEMS

Implementing the effective security systems in libraries is crucial for securing resources against theft, damage, and other crimes, thereby reducing the threat of resource loss and inconvenience to patrons. Although the initial costs may appear modest, the time spent managing missing items can quickly escalate expenses. Jagdish Patange noted Need of Security systems as follows.

- Security systems help keep our collection safe and accessible for users.

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- Libraries have a large variety of materials, including books, magazines, reference sources, and digital media.
- The adding quantum of information and the complex nature of library work, along with evolving document formats, are making it harder to manage.
- Libraries face a big problem with missing materials, which requires a system to reduce these losses.
- Libraries need to improve how they manage their collections and check-outs to better use their resources.
- Self-service check-outs are becoming more popular worldwide.
- Libraries must ensure the safety of their collections to avoid problems like missing materials or theft.
- The main goal of a library is to provide the best service to its users by offering the materials they need.
- If a user can't find a book or other material, it can be frustrating. The question is, where did it go? It might have been lost or stolen, which is why security systems are important.
- Libraries also need to cover their digital collections, including software and hardware.
- To prevent theft, libraries should have a strong security plan.
- When creating a security plan, library managers need to think about their long-term goals, budget, how they serve their users, the size of their collection, and other factors.

I. CAUSES OF SECURITY ISSUES IN LIBRARIES

The issue of theft from libraries is not a recent development; it has persisted for many years. The root causes of theft in libraries include:

- Library staff dissatisfaction
- Disaster of natural origin
- Learning material expenses
- Inadequacy of library materials
- Lack of discipline
- Self-centered behavior
- Misplacement of library card

II. RISK ASSESSMENT

Before implementing preventive measures, it is important to assess the risks associated with library security, including both external threats such as proximity to residential, industrial, or recreational areas and internal threats like the placement of collections in relation to plumbing, electrical, and fire-resistant structures , and to identify any shortcomings in existing disaster prevention measures.

III. PREVENTION

After evaluating the risks, ensure the library's buildings and collections are safe. Librarians should handle the situation carefully. Library collections and materials can be protected using both physical and electronic security systems.

a. Physical or Non-Electronic Security Systems

- Building Design: It is important that every security measure for the library is considered in the building's design.
- Fire Extinguisher: Fire extinguishers are essential safety equipment for homes, offices, and public spaces to control small fires or smog during emergencies. These are simple to use and could potentially be life-saving.
- Id-card: All library patrons need a valid ID-card to access resources and facilities. Without it, borrowing materials, using computers, or joining programs isn't allowed. Access is limited to authorized individuals only.
- Library policy: A library policy is a guide for operations and decision-making. It outlines strategic goals and how to achieve them, ensuring efficient services that meet diverse needs. Policies are essential for effective library.
- Locks & Key system: A lock and key system consists of a key that operates a lock, allowing it to be locked or unlocked. Generally, a key is a small metal object made up of two main components: the bit or blade, which fits into the lock's keyway and differentiates between various keys, and the bow, which remains outside the lock for the user to turn. The key acts as a security token, granting access to the secured area; only individuals with the correct key can unlock the lock and gain entry.
- Security Guard: Having a dedicated security guard in the library is vital. A well-trained and proactive guard plays an important role in maintaining a calm and organized atmosphere throughout the library.
- Security Awareness: Every library should ensure that librarians and staff actively create awareness programs. These programs need to teach visitors about the library's rules, regulations, and security measures. By sharing clear and easy-to-understand information, libraries can promote a safe and respectful space for everyone.

b. Electronic security system

- CCTV

  CCTV is a closed-circuit TV system that provides video to distinct viewers on a limited set of monitors. It is used for various purposes such as security, disaster prevention, and military fields. Open circuits refer to devices focused on a wide variety of people.

- RFID

  RFID (Radio Frequency Identification) is a modern technology that uses radio waves to track and identify objects or people with tags and readers. It's very useful in many areas, especially in libraries for managing books and preventing theft. However, in India, many libraries

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haven't adopted it because it's expensive to set up. This means they might not be able to improve their services or keep up with new technology.

- Barcodes

  Barcodes are a simple and cost-effective method for encoding text data. They are made up of a series of parallel lines and spaces with specific patterns known as "symbologies." To read a Universal Product Code, a scanner measures the light reflected by the white spaces. A photodiode detects this pattern of reflected light, generating a signal that corresponds precisely to the barcode's design. This signal is then processed by inexpensive electronic circuits to retrieve the original data.

- A Magnetic Tape

  A magnetic strip is added to books, CDs, DVDs, or videos during checkout. If an item isn't deactivated, the library's exit safety gate detects the strip and triggers an alarm. Upon return, the magnetic strip is reactivated. Magnetic security systems primarily detect unauthorized removal of materials and do not scan barcodes or RFID tags. They are reliable, effective, and least susceptible to tampering, providing the highest level of security for your library's collection.

- 3M Exit Detection

  The 3M Exit Detection technology is a highly effective security solution that offers comprehensive protection for libraries utilizing state-of-the-art Tattle-tapes security strips. This cutting-edge technology is specifically designed for identification purposes and is widely adopted in various establishments such as banks and shopping malls, where it aids in detecting individuals entering and exiting the premises with precision and accuracy. With its advanced sensors installed on doors and windows, the 3M Exit Detection ensures maximum safety and security at all times.

- Biometric: Biometrics uses physiological and behavioral traits to identify individuals for library entry. It prevents unauthorized access and enhances data protection by associating physical attributes with access permissions. Biometric security systems improve security.
- Accessed controlled gate: The access controlled gate uses electronic technology to manage who can enter the library. Staff and students receive electronic cards, which they must swipe to get in. This ensures only authorized people can enter and helps prevent unauthorized access.
- Alarm systems: Alarm systems are devices or systems that produce sounds, lights, or other signals to alert people about a problem or situation. They usually have a siren.
- Antivirus Software: There are many free and paid antivirus software options available now that help protect your data. Install one on your computer to keep your information safe.
- Backup: Regularly backup data to a secure and durable location to prevent loss in case of system failure or unforeseen circumstances. Use antivirus software like Kaspersky, Quick Heal, or McAfee to protect data from virus attacks.
- Smart card: A smart card is a compact, credit card-sized device that houses an integrated chip and functions as a secure memory storage solution. This highly efficient technology operates by being inserted into a designated reader, granting authorized access to stored data.

CHALLENGES FACED BY LIBRARIES

Gupta and Madhusudhan (2018) reported challenges as.

- Insufficient funding
- Mishandling and delayed arrival of library collections
- Inadequate support from management and library leadership in addressing security issues
- A lackadaisical attitude of library staff towards ensuring a secure library environment
- Lending out items without following proper procedures
- Finding appropriate storage for patrons' and professionals' collections
- Insufficient staff or training workshops on security issues and systems
- Lack of user awareness about what constitutes security breaches.

CONCLUSION

Libraries play a important role in helping people learn and develop in various aspects of life. To use library services, users need to follow rules and take care of the books and materials. Libraries spend a lot on buying books, so keeping them safe is very important. Choosing the right security system for a library is important, considering its size, layout, and challenges. Enhancing library security involves leveraging advanced ICT applications to safeguard documents from theft, mutilation, and other crimes, as it is challenging to replace stolen or damaged rare materials. Dealing with a growing number of resources and users, librarians face significant security challenges with both printed and digital materials, necessitating a focus on preventive, detective, and corrective security measures that encompass physical and technological aspects, as well as the updating of plans, procedures, policies, and tools to safeguard library systems. Traditional security measures are insufficient in the digital age, making it crucial to focus on good staffing and raising awareness to effectively address library security concerns. The use of electronic measures can help identify and secure materials, relieving some of the librarian's burden. However, due to limited budgets, most libraries in India fail to implement digital measures.

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