

QUARTERLY REPORT

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Juliane Heyman

LIBRARY

In September Miss Kim Sa, participant in library science, returned after a year's study in the United States. She is being trained to take temporary charge of the NIA library until the librarian, Miss Ti, finishes her degree in the Philippines. In the next six weeks, the library advisor will spend a great part of her time in training Miss Kim Sa for her new position.

The NIA library also has been fortunate in getting the part-time services of Mrs. Robb, a librarian from the United States, who will be helping the library staff and who will devote some time to the organization of the United Nations and foreign documents collection.

The bound periodicals have been transferred to the quonset hut adjacent to the NIA library. The quonset also contains the documents collection and plans are being made to integrate the Vietnamese government documents, now stored in the Research Section of the NIA, into this collection.

The six weeks course in library science was terminated in the middle of August. Attendance was very regular and all thirty-two students took the final examination. Twenty-six students passed the final examination and received a certificate from the NIA. It seems that this certificate will entitle the functionaries to an increase in salary. The two NIA library staff members received the highest marks in the class.

A second course in classification and cataloging has been started. Twenty-four students are taking this class including three NIA library staff members. The 44-hour course has to be given within the period of one month because of the departure of the library advisor in early November.

The library advisor continued her consulting activities. The librarian of the National Normal School requested some help, and the Oceanographic Institute of Nhatrang received assistance and advice with the preparation of a bibliography of periodicals and the setting up of a circulation system in the library for the students of the UNESCO course at the Institute.

At the request of the Asia Foundation in Cambodia, the library advisor spent four days in Cambodia consulting with various officials and organizations on the library development of that country.

Over the period of this report, about 550 new titles have been added to the library collection which has increased to 11,150 volumes. The average circulation is 415 per month.