

Development of policies for access, management and preservation of the Palm-leaf manuscript collection of the University of Peradeniya library

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Abstract

As it is a requirement to have written policies relating to the library procedures, this paper mainly discusses the sample policies relating to the palm-leaf manuscripts available in the University of Peradeniya. According to the records available at the University of Peradeniya library the amount of the Palm-leaf manuscripts, which are housed in the library, it has the second largest collection in Sri Lanka. The surveys revealed that none of the libraries have a written policy statement for any of the library procedures.

Non-documenting of policy statements is the major drawback in the library to manage the palm-leaf collection. This article points out the method of preparation of palm-leaf manuscripts, acquisition, collection management, customer service, reference service and proposed preservation policy statements of the University of Peradeniya. It also highlights preservation policy as the main policy statement among these policies and the none-availability of the trained staff, space, equipment, chemicals, and lack of training programmes are the drawbacks for the implementation of the preservation policy in the library.

All the suggestions are given to establish the preservation department/unite and the preventive care that needs to be practiced to preserve the collection with other necessary arrangements. The recommendations highlights from where to get the training for the technical staff regarding the preventive care of the palm-leaf in Sri Lanka.

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