

SABAH MUSEUM REFERENCE LIBRARY: RULES FOR RESEARCHER

1. Opening hours:

Mondays to Thursday: Morning from 8.00am – 12.00pm

Afternoon from 2.00pm – 4.30pm

Fridays: Morning from 8.00am – 11.30am

Afternoon from 2.00pm – 4.30pm

2. Priority will be given to research of a scientific nature and for publication for which no remuneration is given.
3. Please note the detailed regulation governing the use of the library. Books, pamphlet and other reference materials should be handled with great care. No marking or writing in ink or pencil should be made on the books or reference materials.
4. Books, pamphlets and other reference materials may not be leaned upon, written on, folded anew traced on, photographed or handled in any way to damage them. No pages should be removed from their original places.
5. Unpublished thesis cannot be photocopy as a whole without permission from the author.
6. No books, pamphlets and other reference materials should be removed from the library.
7. The researchers must be deliver all materials used to the member of staff supervising the library.
8. The decision of the member staff supervising must be accepted.
9. The researchers must deposit with library a copy of his/her work published as a book, an article in journal, newspaper etc, or published thesis or reports.
10. When utilizing any information taken from the library, the researchers should acknowledge the source in full.
11. No foodstuff or drink is allowed in the library.
12. No hat, bag, case, parcel etc, should be brought into the library.
13. The Director of the Department of Sabah Museum may withdraw the privilege to consult the records if the rules are not observed.