HISTORY AND DEVELOPMENT OF NATIONAL LIBRARY OF NIGERIA

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Published by

National Library of Nigeria

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National Library of Nigeria,
SanusiDantata House,
Central Business District,
P.M.B, Garki,
Abuja, FCT, Nigeria

NATIONAL LIBRARY OF NIGERIA CATALOGUING-IN-PUBLICATION DATA
NATIONAL Library of Nigeria
History and development of National Library of Nigeria

1. National Library of Nigeria – History
2. National Library of Nigeria –aims and objectives
3. National Library of Nigeria – administration.

I. Title

Z675.N2 N685 2021 027.5669

ISBN: 978-978-993-992-3 (pbk) AACR2

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Designed & Printed by:
Daily Graphics Nigeria Limited,
Victory House, ODK Street, Isebo Alakia,
off Ife Road, Ibadan.
Tel: 08033108965
Email: dailygrafixabj@gmail.com

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ABBREVIATIONS

AACR2 - Anglo-American Cataloguing Rules Second Edition
AfLIA- African Library & Information Associations and Institutions
AULNU - Association of University Librarians of Nigerian Universities
CALIM - Centre for Advanced Library and Information Management
CDS - Computerized Development System
CIP - Cataloguing-in-Publication
FCT - Federal Capital Territory
ICT - Information Communication & Technology
ISBD - International Standards for Bibliographic Description
ISBN - International Standard Book Number
ISMN - International Standard Music Number
ISSN - International Standard Serial Number
JAMB - Joint Admissions Matriculation Board
LAN - Local Area Network
NLN - National Library of Nigeria
NLA - Nigerian Library Association
ONUC - On-line National Union Catalogue
ONULOS - Online National Union List of Serials
OPAC - On-line Public Access Catalogue
PTDF - Petroleum Technology Development Fund
TETFUND - Tertiary Education Fund
UAP - Universal Availability of Publications
UBC - Universal Bibliographic Control
UNESCO - United Nations Educational, Scientific and Cultural Organisation
USPF - Universal Service Provision Fund
UTME - Unified Tertiary Matriculation Examination
WALA - West African Library Association
WAN - Wide Area Network

FOREWORD

A popular adage says: 'a nation that has no memory has no future', hence, 'for many years, both before and after the independence, a record of efforts toward setting up a National Library forms part of the general information on the development of libraries in any country. The Ford Foundation, the Nigerian Library Association and the 1959 Library Advisory Committee of the West African Library Association (WALA), Nigeria's Pre-independence Federal Parliament and Government made varying contributions to the establishment of the library, its operation, personnel, working facilities, status as government parastatal, management patterns, and statutory instruments have improved or changed. The cardinal objective for establishing the library remains dynamic in view of the influence of new media technologies, or modern library services.

This book 'History and Development of the National Library of Nigeria' examines the vision, mission, thrust and impact of the institution. It also examines the function, activities of the apex library of the nation, its mandates and functions of the governing Board of the institution, its organogram and organizational structure speaks volumes of its values and impact on Nigeria's development. It also carries other functions which are embedded in the eight (8) departments with the aid of the state branches across the country.

This publication, no doubt, will serve as an excellent reference source for library managers and lovers of history in their efforts to find solutions to National Library management as an instrument for economic and social development of Nigeria.

Prof. Zaynab Alkali
Chairman of the Board
National Library of Nigeria

PREFACE

The history and development of National Library of Nigeria certainly cannot be completed without a peep into the roles played by certain individuals and organisations, which eventually culminated in the eventual development of the library. An organisation's history invariably shapes the way its management thinks about its vision, mission, objectives and functions.

The National Library of Nigeria is the country's knowledge repository, which serves as a bridge linking Nigeria's rich past with its vibrant future. The National Library of Nigeria has over the years been collecting and providing access to all published materials (print or digital) from Nigeria and about Nigeria, preserving Nigerian's heritage collections for the future, serving as the backbone of science and research in Nigeria and providing public library services and supporting the nationwide library network.

The organization is earnestly meeting up with the requirement of the Act which mandated it to create branches in all the states of the federation, of which thirty-three (33) state branches are currently in operation. This is with the aim to make services closer to citizens. It is expected that other states where the branches are yet to be established will have theirs in the nearest future.

The organizational structure of the National Library of Nigeria has equally evolved to suit prevailing circumstances which are germane to offering effective services overtime. This in a way has equally created and provided mobility opportunities to staff, thereby providing them with the zeal to put in their best in delivery of services.

In addition, concerted efforts are being made to sensitize authors and publishers to abide by legal obligations as enshrined in the National Library decree (Act) No.29 of 1970 which requires them to deposit specified numbers of their publications to it. To achieve this, the National Library of Nigeria which equally serve as the National Bibliographic Agency ensures that publishers and authors obtain International Standard Book Number (ISBN) and International Standard Serial Number (ISSN) to their publications.

The deployment of technology in the operations and services of the organisation is being applied. This is witnessed in the digitization of information resources of the institution which is on-going, creation of On-

line Public Access Catalogue (OPAC), obtaining ISBN on line, provision of a robust website and subscription to data bases. All these are geared towards making information resources closer and easily accessible to users.

The National Library of Nigeria's nationwide Readership Promotion Campaign is an effort to make Nigeria an information literacy country. The National Library of Nigeria has commenced the provision of services for young children to help develop their minds and cultivate the culture of reading.

The Headquarters building has become a nightmare, since it has been abandoned for a long time. But hope is rising with the recent announcement by the Permanent Secretary of the Federal Ministry of Education, Architect Sonny Echono that the Federal Government has directed Tertiary Education Trust Fund (TETFUND) to complete the building within two years.

It is our desire that the National Library of Nigeria of the future be a place between home and work, where friends meet, and families enjoy moments with each other, and anyone spend leisure and creative time. Beautiful meetings and experimental spaces, where new developments will be featured year round, will attract young students. The National Library of Nigeria will certainly be a place where activities are tied to knowledge and cultural experiences, a place for old and young, for highly qualified professionals and ordinary workers.

In addition, it will be a place full of opportunities for those lacking proper education but wanting to study by themselves to develop further as well as a place to get free, high-value digital information unavailable elsewhere.

My thanks go to the various Boards, Managements and staff (retired and those currently in service), since the establishment of the National Library of Nigeria, for being part of the history of this great organisation, in service to the nation.

Professor L. O. Aina
National Librarian/Chief Executive Officer
National Library of Nigeria, Abuja
9th April, 2021

CHAPTER ONE

HISTORY AND DEVELOPMENT OF NATIONAL LIBRARY OF NIGERIA

The history and development of the National Library of Nigeria (NLN) cannot be completed without a peep into the roles played by certain individuals and organizations, which culminated in the eventual creation of the organization. The first formal mention of a National library in Nigeria was made in 1944 in a letter dated July 3, 1948 and written by the Chairman of the Standing Committee on the Provision of Libraries to the Chief Secretary to the Government. The Committee advised the Government to establish a National Central Library in which copies of all books and papers published in Nigeria would be deposited. It would also be a copyright library which would stock the works of reference, which are required by serious students but not in sufficient demand to warrant their being placed in regional or local libraries. It would serve as a repository and distributing centre for microfilms of rare or out-of-print books in overseas libraries (White, 1964)

This idea was strongly recommended by the UNESCO International Seminar on Public Libraries in Africa held at Ibadan, Nigeria, from 27 July to 21 August 1953. The purpose of the seminar was to study the principal public library problems in Africa and to draft proposals for the development of public library services, particularly in connexion with mass education. As one of the results of the UNESCO Seminar, the West African Library Association (WALA) was formed, with John Harris, the Librarian of University College, Ibadan, as President, and representatives from Nigeria, Gold Coast, Sierra Leone, and Liberia constituted the Executive Committee.

The 1953 UNESCO Seminar on the Development of Public Libraries in

Africa, held at Ibadan, not only encouraged Dr NnamdiAzikiwe to press for a national library for Nigeria, but also helped to crystallize the national library concept on Africa. Before the seminar was held in Nigeria, the Nigerian Council of Ministers — Nigeria's first representative government — had rejected the national library concept, contending that all library matters should be relegated to the regional governments, and to local and private organisations. The Council was unable to see that while the regional governments would cater for the public libraries, it was the responsibility of the central government to establish a national library for the country (Aguolu, 1980).

On attainment of Nigerian's independence in 1960, the perception of the national library by the Council of Ministers, which had rejected it in 1952 had taken a nationalist turn. The Council, along with the Nigeria Branch of the West African Library Association, established in 1954, quickly accepted the Rogers Report, recommending the establishment of a national library. He was asked, among other things, to "consider the problem of a National Library for Nigeria". His positive recommendation for the establishment of this institution met with the usual fate imposed by limited finances in the face of several priorities. Thus, when Dr Carl White arrived in 1962 as the first Library Adviser, he met a situation where the idea of the National Library was passed over as a luxury. However, national pride and Dr White's "May Report" led to the Bill (Nigeria, 1964) which established the National Library in September 1964.

At the request of the Nigerian government, the Ford Foundation sent Professor Carl White, former Dean of the School of Library Science, Columbia University, to serve as Library Advisor to the Nigerian government on setting up the National Library of Nigeria. On his arrival in Nigeria in March 1962, Dr. White was shocked to learn that there was no

budgetary provision for the newly proposed library in the first post–independence National Development Plan, 1962–1968.

The immediate personal intervention of the Governor–General, Dr. Azikiwe, and the Prime Minister, Sir Abubakar, saved the day. They asked Professor White to prepare a special report on his financial needs and on the objectives, scope, and structure of the library. His report, known as the "May 1962 Report," was accepted by the government without delay. By the end of 1962, work on the National Library had begun in Lagos, with three American librarians and Professor White as the Federal Government's Library Adviser. The National Library Act, drafted by the Adviser, was enacted in 1964, which set the library on a legal footing, and on 6 November 1964 the National Library was opened to the public.

It is intriguing to know that the National Library, whose movement dates back from the 1940s, could only be established four years after Nigerian independence, when Dr. NnamdiAzikiwe had enough political clout as the Governor–General to win the support of the Prime Minister of Nigeria, who was the executive head of the government. At every turn of events in the Library's evolution, as the political influence of Dr. Azikiwe grew, the impact of his support on establishing the Library was discernable. An astute, enigmatic politician, he saw the National Library as an evergreen tree of knowledge which could, in such a complex, pluralistic society as Nigeria, contribute to building a richer and better social order, thus serving as a principal instrument in weaving the tapestry of the country's multi–ethnic and cultural pluralism.(Aguolu and Aguolu, n.d.)

It is also interesting that in 1950, there emerged the first qualified Nigerian librarian, Mr. K.C. Okorie who joined others in the call for the

establishment of a National Library of Nigeria. Thus, at the instance of the Nigeria Division of West African Library Association (WALA), which later became the Nigerian Library Association in 1962, the then Federal Minister of Information. Chief T.O.S. Benson set up a Library Advisory Committee. This Committee had the assignment of working out plans for library services in the country and to persuade the Government to set up a national library. Determined to ensure the realization of a dream for National Library of Nigeria, seven Nigerians were selected for training in the field of librarianship at the British Council Library, No 227, Herbert Macaulay Street, Yaba, Lagos to commence training in Dec. 1960. They were: M.A. Wali, L.O. Gwam, N.O. Ogbeide, O. Okereke, A. Achi, Y. Adedigba; and J. A. Dosunmu. Whilst the seven (7) Nigerians were undergoing training, which was to take 3-5 years for successful completion, the Federal Government scouted around for a sponsor of the National Library of Nigeria during the gestation period and succeeded in convincing the Ford Foundation of the United States of American to play that role. The Ford Foundation agreed not only to finance but also to carry out feasibility study and producing a report for that purpose. This task was driven by Dr. Frank B Rogers, the then Director of the National Library of Medicine in U.S.A., Washington D.C. in 1961. The survey report recommended a national library for Nigeria thus, backing up the recommendation of the Advisory Committee.

Dr. Rogers report was fully accepted by the Federal Government and swift moves were made for implementation. So in 1962, while many of the students mentioned above were in the United Kingdom, Dr. Van Jackson arrived in Nigeria to begin the planning and execution of the project - the National Library of Nigeria. He was soon replaced by Dr. Carl White, Dean of Library Studies, Colombia University, New York whose role was to marshal into a document all the elements of a blue print for founding the National Library of Nigeria which later manifested in the following sections: (i) enabling legislation; (ii) developing the collection for the

Library and (iii) developing the personnel.

To support Dr. Carl White in the task of building a National Library of Nigeria, the Ford Foundation recruited a team of experts from America – Mrs. Dorothy Porter took charge of collection development; Miss Geraldine Amos was in charge of Reference and Readers Services while Mr. Michael Briggs took charge of Serials publications and official documents. The Federal Government on its own part recruited qualified Nigerians and attached them to the experts to understudy them prior to the opening of the Library facilities in November. 1964. They were: Evelyn Okeke, J. A. Dosunmu, A. E. Anyabo, A. E. Iwuchukwu, I. O. Soyanwo, J. O. Odumosu and N.O. Oderinde. Others were recruited after the opening ceremony. These professional librarians were in turn supported by a team of the Administrative and Accounting Staff posted from the Federal Ministry of Information to put the library on a sound footing.

Dr. C.M. White had set up a basic collection for a growing library, laid down the schedule of duties for the foundation staff and succeeded, among other things, in getting the Government to pass the first legislation which was enacted in September, 1964 and cited as the National Library Act. 1964.

Indeed the Ford Foundation has had very great influence in the creation and establishment of the National Library of Nigeria. This partnership between the Federal Government and the Ford Foundation spanned over a period of nine years from 1962 – 1971. During this period, three advisers were sent by the Ford Foundation to Nigeria – Dr Carl White 1962 – 1964; Miss Priscilla Taylor (later Mrs. Harris), 1964 – 1966; and Mr. Philip Rappaport 1966 – 1971.

Following the departure of the last Ford Foundation specialist and adviser, Philip Rappaport, the first indigenous Chief Executive Officer of the

organization, the late Prince (Dr) Simeon BabasanyaAje, was appointed in 1971 and on his retirement in 1986, AlhajiMu'azu H. Wali, the second Chief Executive of the establishment assumed office from 1986 – 1999. Mrs. O.O. Omolayole became the 3rd Chief Executive Officer from 2000 – 2004 while Dr. L.N. Ikpaahindi assumed the leadership of the organization in acting capacity in 2004 and was subsequently confirmed the 4th Chief Executive Officer from 2006 – 2010, Mallam H.A. Jato was appointed on 14th February, 2011, while the current National Librarian/Chief Executive Officer, Professor L. O. Aina was appointed in August, 2016.

In 1996, the then Federal Military Government, as a result of the movement of the seat of government from Abuja to Lagos in 1991 (FMGN, 1991), directed all Federal Government Ministries, Parastatals and Agencies to relocate their operational headquarters to Abuja. The National Library of Nigeria, prior to the directive operated at five different locations in Lagos due to non-availability of office spaces. They were as follows the Corporate Headquarters was at No.4, Wesley Street, the Personnel Management Office was at 6, Wesley Street, the Readership and Users Services Department was at 227 AlagomejiYaba the Collection Development and Processing Department was at Sabo Yaba, and the National Bibliographic and Control Department was located at Ijora-Olopa, Lagos.

The organization decided to relocate to Abuja, the new Federal Capital Territory in piece meal due to paucity of funds. In 1997, the Office of the National Librarian relocated first with the Physical Planning unit and the National Documentation Centre (NDOC).
The relocated officers operated from the No. 10 Gidan Isa Glass House, Area 10, Abuja.

For purpose of operational efficiency, the office of the Director of Administration and some units also relocated in 2004. That same year, under the headship of Mrs. O. O. Omolayole, the Corporate Headquarters was moved to its present location at Plot 274, Sanusi Dantata House, Central Business District, Abuja. The Readers Services Division is located at Area 2,Garki Zone of Abuja metropolis, which serves as the (F. C. T.) Branch of NLN.

In year 2007 under the leadership of Dr. L. N. Ikpaahindi full effect was given to the relocation directive of the Federal Government. A committee was set-up under the chairmanship of Mrs. O. G. Mathew to work out the modalities for the relocation. Consequently all the operations of the organization in the five locations were wounded up and finally relocated to Abuja. Nevertheless, the Readership and Users Services at Alagomeji was maintained to serve as the Lagos State Branch. In Abuja, the present Headquarters is located at Plot 274, SanusiDantata House, Central Business District, Abuja, Federal Capital Territory (FCT).

STATUTORY POSITION

The expatriate founding fathers who arrived in Nigeria in 1962 had worked for two years before obtaining legislation for the Library. Before the enabling statutory instrument emerged in September, 1964, the National Library was a department of the Federal Ministry of Information. But thereafter, it became a parastatal of the Federal Ministry of Education.

The first law establishing the National Library of Nigeria was passed in September, 1964 known as the National Library Act 1964, it was enacted by the First Republic Legislature and it gave the institution legal personality. It thus marked the crystallization of the idea to establish the National Library of Nigeria. The law provided for the constitution of the

Governing Board, and placed the institution in the category of statutory corporations under the Nigeria Law. This Act was later examined by the first National Library Board which was constituted in 1966 and substantial amendments and modifications were proposed. Consequently, the Act was repealed and substituted with the National Library Decree No. 29 of 1970. This is the Law by which the institution is now governed, although there have been amendments in minor areas in 1976 and 1987. The mandates of the organisation as enshrined in the Decree No. 29 of 1970 are presented in Chapter two of this book.

The organization, under the leadership of Professor Lenrie O. Aina, developed a Five Year Strategic Plan-2020-2024. The plan is a guide for the National library of Nigeria to ensure that its products and service delivery conform to acceptable standards that meet the ever changing expectations of library patrons of the 21st century digital transformation. Hence the formulation of a fresh vision, mission statements for the organization. This was corroborated with key objectives and value statements of the organization.

VISION OF THE NATIONAL LIBRARY OF NIGERIA

Connect and build an informed citizenry

THE MISSION OF NATIONAL LIBRARY OF NIGERIA

Collect, preserve and provide easy access to knowledge leveraging on ICT

The National Library of Nigeria will realize its vision and mission statements through the following:

- Provide wider reach of information and bibliographic services to Nigerians through its rich collections;
- ensure comprehensive collection of Nigeria's documentary

heritage; and

- ensure unlimited access of Nigerians to information resources needed for self-actualization, national development and global competitiveness.

KEY OBJECTIVES:

Our services and resources will attain the following objectives:

- Preserve Nigeria's cultural and literary heritage;
- provide easy access to Nigeria's publications and global intellectual output for the present and future generations;
- support research and educational activities; and
- promote a reading culture amongst Nigerians.

VALUE STATEMENTS

The following values have been established and are to be held as the integral roles of the National Library of Nigeria as the nation's knowledge and information databank.

- **Access for All**

  There is easy access to a wide variety of technology to help bridge the digital divide which will facilitate unrestricted access to information resources in its collections.

- **User-Centred Services**

  NLN will ensure that its collections (print and digital) and services reflect the evolving needs of the society.

- **Innovation and Creativity**

  The organisation will ensure that its workforce and clients are confident in a technology-rich environment.

- **Staff Development and Team Work**

The organization will provide continuous training opportunities for all employees in the areas of reference, research and technology support to enable them offer effective and efficient services to patrons.

- **Effective Use of Resources**

  NLN will ensure that all print and digital resources are relevant, current, diverse, responsive and effectively utilised.

- **Serene Environment**

  NLN will ensure that a quiet and conducive environment for learning and research is provided for the patrons of its facilities.

- **Partnerships and collaborations**

  The NLN will seek for strategic alliances with agencies that will enhance its capability to serve patrons.

- **Monitoring and Evaluation**
- The NLN will adopt accepted benchmarks, targets, performance measures that are data driven to support continuous improvements to service excellence and operational efficiency.

- **Advocacy**

  NLN will consult with and solicit feedback from citizens to gain a deeper understanding of what library services they want and need, and to identify strengths and gaps in its services. (National Library of Nigeria, 2020)

ESTABLISHMENT OF STATE BRANCHES

For the National Library of Nigeria to carry out her statutory functions; realize her vision and mission; and play her roles effectively, it has so far established thirty-two (32) state branches out of the thirty-six (36) states and the Federal Capital Territory (FCT) making a total of 33 branches. **The**

locations and years of their establishment are:

i. Yaba, Lagos State (1964);
ii. Enugu, Enugu State (1974)
iii. Jos, Plateau State (1975);
iv. Akure, Ondo State (1980);
v. Bauchi, Bauchi State (1982);
vi. Owerri, Imo State (1982).
vii. Benin, Edo State (1982)
viii. Calabar, Cross River State (1983)
ix. Kaduna, Kaduna State (1986);
x. Ilorin, Kwara State (1986);
xi. Abeokuta, Ogun State (1986);
xii. Ibadan, Oyo State (1988);
xiii. Yola, Adamawa State(1997);
xiv. Oshogbo, Osun State (2004);
xv. Gombe, Gombe State(2008);
xvi. Katsina, Katsina State (2012);
xvii. Abuja, Federal Capital Territory (FCT (1989);
xviii. Minna, Niger State (1996);
xix. Jalingo, Taraba State (1996);
xx. Kano, Kano State (2004);
xxi. Sokoto, Sokoto State (2004);
xxii. Makurdi, Benue State (2005);
xxiii. Lafia, Nasarawa State (2010);
xxiv. Umuahia, Ibia State (2010);
xxv. Damaturu, Yobe State (2010)

The Yobe State Branch of NLN was opened in 2010. It took over the vacated building of Yobe State Library Board, although in dilapidated condition. While the organisation was settling

down to renovate thebuilding, the Boko Haram insurgency was at its highest peak, devastating the entire North East. The heat of attacks by the insurgents got to Damaturu and the facilities of the Correctional Centre, Known then as the Nigerian Prisons Service, which was much close to the Branch was attacked and destroyed. The attack on the Correctional Centre led to the temporary closure of the branch in 2012.

The long period of closure and abandonment of the facility contributed much more to its deterioration. The Branch could not be renovated until 2021, and arrangements are being put in place to commence the services, as it is the desire of the people of the state. This was corroborated by a recent documentary by NLN on the Branch by stakeholders in the state, which revealed the passion, desire and degree of the anxiousness to reopen the branch.

xxvi. Maiduguri, Borno State (2017)

xxvii. Dutse, Jigawa State (2017)

xxviii. Port-Harcourt, Rivers (2005) Resuscitated in 2020

xxix. Lokoja, Kogi State (2019)

xxx. Abakaliki, Ebonyi (2020)

xxxi. Uyo, Akwa-Ibom State (2020)

xxxii. Yenagoa, Bayelsa State (2020)

xxxiii. Ado Ekiti, Ekiti State (2020)

The organization at the period of this publication is yet to secure a place for her operations in Anambra, Delta, Kebbi and Zamfara States.

NLN AND NATIONAL DEVELOPMENT

The National Library of Nigeria's mission to collect, preserve and provide easy access to knowledge leveraging on ICT presupposes that it is intrinsically tied to national development. National development is the continuous improvement of a country socio-economically, politically, educationally, culturally and technologically. Development is critical and essential to the sustenance and growth of any nation. A country is classified as developed when it is able to provide qualitative life for its citizenry The National Library of Nigeria advances the achievement of national goals, economic development and socio-cultural objectives through the provision of relevant and timely information resources. It is pertinent to mention specific areas it has and is still intervening in national development processes.

Provision of information is key to the emancipation and advancement of Nigerians. The National Library of Nigeria provides access to information via information resources which frees individuals from ignorance, misconception, economic stagnation, social unrest, political unrest etc. Information is also a critical component in the economy and it is an essential part of a nation's resource vital for scientific, economic progress which also serve as a medium of social communication. The absence of informed decisions hampers national development.

The NLN ensures social inclusion and cohesion by providing access to information and knowledge to all citizens. Through her provision of information resources, the NLN promotes cultural diversity. Nigeria is

blessed with rich and robust diverse cultures from over two hundred and fifty tribes; the ability of citizens understanding and appreciating other cultures helps to diminish ethnic distrust which is germane to peaceful co-existence that promotes national development. The National Library of Nigeria provides information on various subjects and disciplines germane to national development, from agriculture, education, health, politics and civic responsibility etc.

The National Library of Nigeria provides support for the actualization of the educational goals of the nation by promoting the values of culture of learning, information use and information literacy. The NLN engages and encourages reading and lifelong learning through her annual readership promotion campaigns. This advocacy is no longer targeted at the school children and adults but also to the unborn babies in the womb. Thus lifelong i.e. from womb to throughout one's lifetime. This function has also been extended to the vulnerable in the society, especially those in the correctional centres and rural communities in the country. That is connecting the vulnerable members of the society with information and services to improve their quality of life. This lends credence to the fact that when an individual engages in reading, it brings with it opportunities for effective decision making, problem solving and creativity. Reading materials are forces of inspiration and capable of positive mental renovation required to throw up great ideas about life and conduct. The multiplier effect is that political education and awareness will improve as discussions, conversations and public engagements will reduce hooliganism, violence and restiveness.

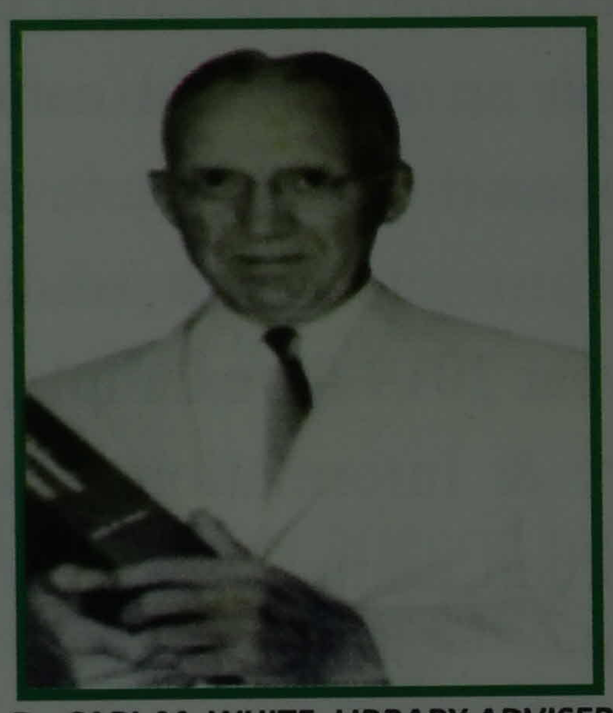
The decentralisation of the operations of the National Library of Nigeria, which has made it to have thirty-three (33) branches at the moment, throughout the federation has provided the platform for the easy access and investment in people who are the productive creative force of the

economy. Reading, access and use of information are pillars for a skilled, productive and creative citizenry which underpins national development. A person who cannot read and does not read cannot be informed and an uninformed person is like a rudderless ship, Therefore, open to any suggestion whether good or bad. Such an individual cannot develop himself talk less of contributing to national development. The NLN in partnerships with other organizations promotes adult education, skills acquisition and digital literacy. In the year 2019 for example, the NLN in collaboration with the African Library & Information Associations & Institutions (AfLIA) trained youths, women, adults, children on the above mentioned.

In addition, the National Library of Nigeria as a cultural institution promotes, develops and preserves the nation's documentary heritage. The preservation and availability of these resources to researchers and scholars no doubt promotes national development which is sine qua non with sustainable development.

In conclusion, the National Library of Nigeria through her functions and services to the citizenry is central to national development through knowledge building, labour force participation enhancement, agriculture, health & wellbeing improvement, empowerment and civil participation promotion and many others. Increasing access to information and knowledge across the society, assisted by the availability of information and communication technologies (ICTs) supports sustainable development and improves people's lives.

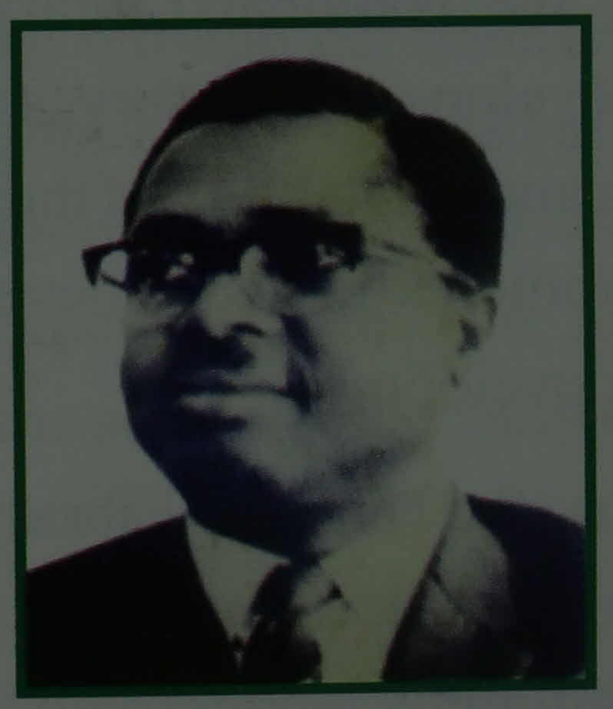
PHOTOGRAPHS OF PAST AND PRESENT NATIONAL LIBRARIANS/CEO



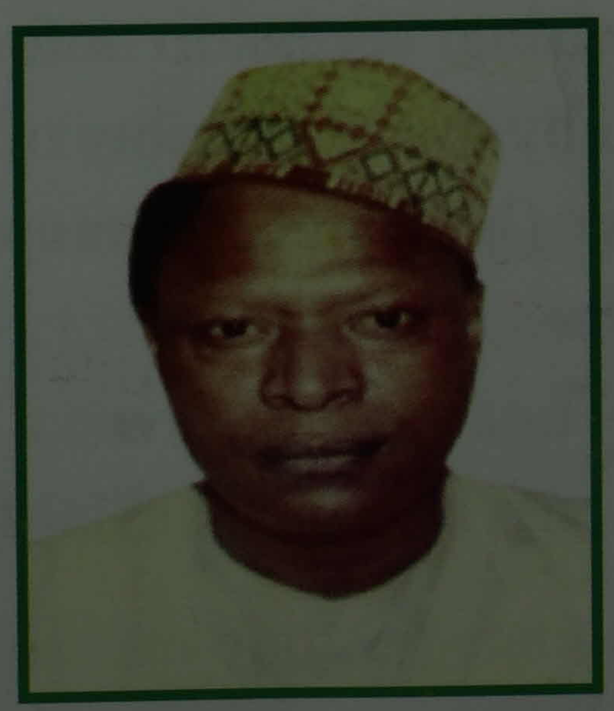
Dr. CARL M. WHITE, LIBRARY ADVISER - 1962-1964 (FOUNDER)

MISS A. PRISCILLA TAYLOR, LIBRARY ADVISER 1965

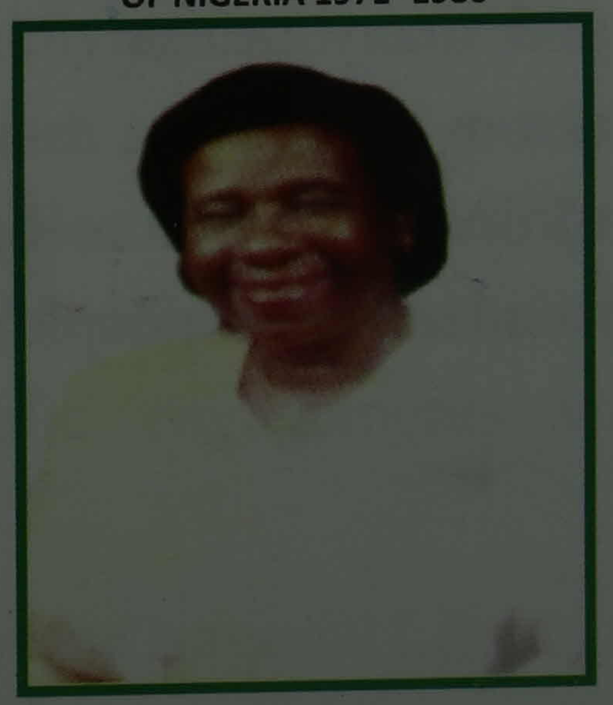
PHLILLIP RAPPAPOR, LIBRARY ADVISER, 1966 1971



DR. {Prince}S. B. AJE, 1ST INDIGENOUS DIRECTOR/CEO NATIONAL LIBRARY OF NIGERIA 1971- 1986

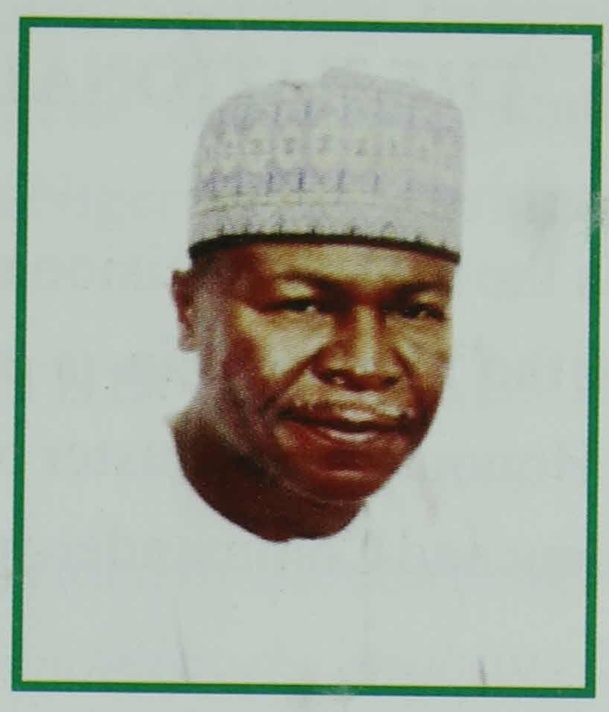


DR. HAFIZ. WALI, 2ND INDIGENOUS NATIONAL LIBRARIAN/CEO, NATIONAL LIBRARY OF NIGERIA, FEBRUARY, 1986 - 1999

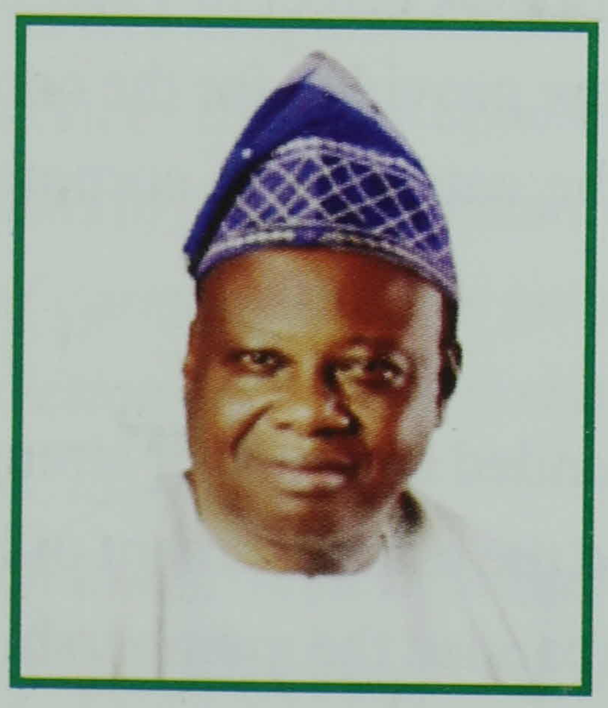


MRS. O. O. OMOLAYOLE, 1ST FEMALE NATIONAL LIBRARIAN/3RD CEO, NATIONAL LIBRARY OF NIGERIA, 2000- 2004

DR. LINUS N. IKPAAHINDI, 4TH CHIEF EXECUTIVE OFFICER, NATIONAL LIBRARY OF NIGERIA, 2004 - 2010



MALLAM HABIB ABBA JATO, 5TH DIRECTOR/CEO, NATIONAL LIBRARY OF NIGERIA, 2011 - 2016



PROF. LENRIE OLATOKUNBO AINA, 6TH NATIONAL LIBRARIAN/CEO, 2016-2021

CHAPTER TWO

THE NATIONAL LIBRARY BOARD

The Board is the highest decision making body in the National Library of Nigeria and the membership is appointed by the Federal Government through the Honourable Minister of Education and subject to the approval of the President and Commander-in-Chief of the armed forces.

The foundation for the existence of National Library was laid with the enactment of National Library Act of 1964 by the first Republic Legislature which actually took effect in 1966 following the inauguration of the first Board. This law provided for the constitution of the governing Board and placed it in the category of corporations under the Nigerian Law.

The original Act was amended and further strengthened by Decree No. 29 of 1970 which introduced the establishment of branches in each capital of the Federation. It also expanded the membership of the Board members to seventeen (17) and more importantly, made positive provision for National Library to serve as the depository of all published works, books, magazines, Newspaper, Films, and records for permanent preservation to make the library the giant memory and store house of knowledge for the nation.

By another decree, National Library Board (Amendment) Decree No 26 of 1976, the 1970 Act was further amended to make provision for representation of each of the existing nineteen (19) states on the Board. The second decree of 1987 pruned down the membership of the Board to a more manageable proportion of twelve (12) constituting the states into six (6) geo-political zones among the states in each zone. It also made

allowances for the representation of interest groups such as Nigerian Library Association (NLA), the Permanent Secretary, Federal Ministry of Education, the Armed Forces of Nigeria and a representative of the Association of University Librarians of Nigerian Universities (AULNU).

FUNCTIONS OF THE BOARD OF THE NATIONAL LIBRARY OF NIGERIA

The major functions of the Board as provided by the enabling law include:

The major functions of the Board as provided by the enabling law include:

- *To establish and maintain National Library of Nigeria which will serve as the giant memory of the nation, its intellectual storehouse and data bank for its learning and remembering process.*
- *To provide such services as in the opinion of the Board are usually by National Libraries of the highest standing.*
- *For the purpose of carrying out the general functions imposed on the Board by subsection (1) above, it shall be the duty of the board, so far as its permits, to:-*

(a) *assemble, maintain and extend a collection of books, periodicals, pamphlets, newspapers, maps, musicals scores, films and recordings and such other matters as the Board considers appropriate for a library of the highest standing.*

(b) *establish and maintain a branch of National Library of Nigeria in each States of the Federation.*

(c) *make the facilities of the National Library available to members of the public and others on proper terms, which may include provision for:*

i. *the imposition of a scale of fees, subject to the approval of the Honourable Minister, for services rendered to the public;*

ii. *safeguarding the property of the board; and*

iii. *specifying the categories of persons who may be admitted to premises under the control of the Board.*

(d) To make such arrangements as the Board considers appropriate with respect to the:

I. exchange of matters included in the collection aforesaid

ii. preparation and publication of catalogues, indexes and similar aids

iii. provision of assistance to other persons in the organization libraries and with respect to the manner of using facilities under the control of libraries.

(e) To make recommendations and give advice on library development or organization to any department or agency of government of the federal or state or to any local government authority.

(f) To be responsible for the development of the National Bibliography of the Nigeria and National Bibliographical services, either in a National Bibliographical centre or elsewhere.

(g) The Board shall have such powers as may be necessary or desirable for the proper exercise of its function and in particular, without prejudice to the generality of the foregoing, the Board may:

a. Sue and be sued in its corporate;

b. acquire, hold and dispose of movable and immovable property. In general, and in particular;

c. do anything for the purpose of advancing the skill of persons employed by the Board or the efficiency of the equipment of the Board or of the manner in which that equipment is operated (including the provision by the Board, and the assistance of the provision by the facilities for training, education and research);

d. provide Houses, Hostels and other like accommodation for persons employed by the Board;

e. make loans to any person employed by the Board for the purpose of building a House, purchase a plot of Land on which a House for such a person may be built or purchase a House for the residential use of any person or his Family; and

f. *otherwise promote the welfare of persons employed by the Board.*

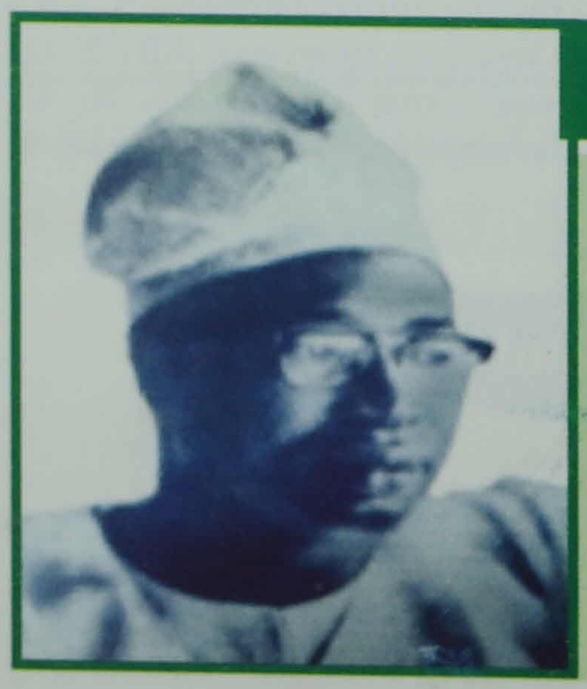
4. *Subject to this Act, the Honourable Minister may give the Board direction of a general character or relating generally to particular matters (but not to any individual person or case) with regard to the exercise by the Board of its functions and powers, and it shall be the duty of the Board to comply with the directives.*

The Federal Government, since the enactment of the National Library Act 1964 and its subsequent amendments, has constituted and inaugurated twelve (12) boards to govern the implementation of the act as follows:

NAMES OF PAST AND PRESENT CHAIRMEN AND MEMBERS OF THE BOARD

1st Board – 1965 to 1967

Chairman - **Mr. Philip M. Rappaport**
Secretary - **MalamZuruLadan**

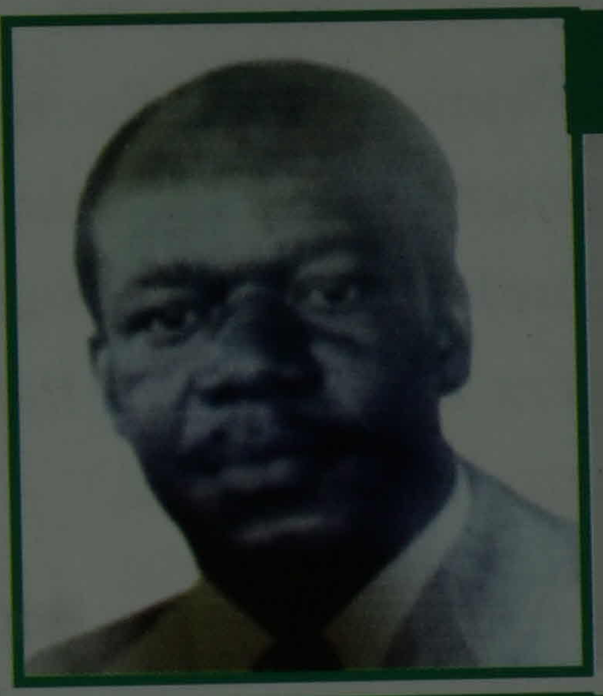


2nd Board – 1971 to 1973

Chairman - **Dr. E. A. Adeleye**
Secretary - **Mr. A. O. Odeleye**

Members:

Mr. Alabi O. Masha; Alh. A. A. Waziri; Mr. J. A. Abiona; Chief J. M. Echeruo; Dr. O. Ikime; Mr.Gbole N. Nwikina; Mr. E. S. Yusufu; Miss. M. E. Page; and Mr. U. S. H. Maigida; as-well-as Mr. J. O. A. James; Mr. G. Brown Peterside; Mrs. F. A. Ogunsheye; Mr. A. B. Osagie; Mr. P. U. Umoh; Mr. Bello Maiwurno; and Mr. S. B. Aje



3rd Board - April 1976 to 1978

Chairman - Prof. O. C. Nwana
Secretary - Mr. A. O. Odeleye
Secretary - Mr. J. A. Kolawole

Members:
Dr. O. Omoruyi; Dr. O. Uyo; Mr. E. Nwookoye; Alh. H. Moyo; Mal. A. H. Ningi; Mr. J. A. O. Faseyi; Dr. S. F. Amokiri; Dr. R. A. Ajere; Mr. J. O. Dipeolu; and Mr. IdrisSulaiman; as-well-as Mr. A. I. Angereke; Mr. R. E. Erunse; Mal. I Mareta; Mr. J. O. Adegbesan; Prof. A. Awojobi; andMr. S. B. Aje.

4th Board – 1979 to 1982

Chairman - Mal. Yakubu Mohammed
Secretary - Mr. B. O. Ifediba
Secretary - Mr. J. A. Kolawole

Members:
Alh. S. Dalhatu; Alh. M. E. Enagi; Mr. J. O Popoola; Mr. K. A. O. YisaOdulaja; Mr. V. A. Williams; Mrs. R. O. Jolaston; Mrs. W. O. Onyeonwu; Mr. O. O. Ogundipe; Mal. U. Alkaleri; Alh. I. Dikko; Col. S. A. Afolalu; Mrs. G. O. Titiloye; and Prince D. I. Akenzua; as-well-as Chief I. A. Inyang; Mrs. T. Ajumobo; Mr. S. C. Nwoyoe; Mr. K. C. Okorie; Dr. Nicholas Pweddon; Mr. A. A. Ani; Mr. O. P. Unoogwu; Dr. S. T. E. Dan-Jamb; and Mr. S. B. Aje. Indented under members

5th Board – 1983 to September, 1983

Chairman - Mr. K. N. Ningi
Secretary - Mr. B. O. Ifediba

Members:
Alh. M. Y. Wonka; Mr. J. J. Okudu; Mr. E. A. Anwana; Alh.Mala Nguru; Engr. Ajaeze; Alh. A. B. Adamu; Mr.OyekanmiOyeyemi; Mr. Moses Umaru; Mr.Alaba Okupe; Mr. E. Joe Amaelule; Lt. Col. Akilapa; and Mr. J. M. Maigari; as-well-as Mr. S. N. Mohammed; Mrs. Eniola Sagoe; Mrs. J. O. Ejueytchi; Mrs. E. O. Ibeneme; Mr. James Afokeobi; Mr. Isaac Umar Danga; Alh. R. D. Mohammed; Chief A. J. B. Efugbo; Mr. Shiola Adeyemo; Mr. Ojo Babaleje, Alh. M. Zuma Dikko; and Mr. S. B. Aje.

6th Board May, 1989 – December, 1991

Chairman - Mr. F. Z. Gana
Secretary - Mr. B. O. Ifediba
Secretary - Mr. S. A. Ayagere

Members:
Mr. U. I. Gital; Mr. N. O. Ita; Prof. B. O. Ukeje; Mr. Mohammed B. Suleman; Mr. J. A. Achema; Mrs. A. O. Ike; and Lt. Col. D. O. Juwape; as-well-as Dr. E. I. Endwemnwa; Alh. Muhammadu Jibo; Hajiya HassauIroinko; Mrs. A. A. Kafuru; and Alh. Muazu Wali.

7th Board – January, 1992 – August 1994

Chairman - Mr. F. Z. Gana
Secretary - Mr. H. Mangut

Members:

Mrs. F. R. A. Tanni; Dr. J. O. Fasanya; Dr. Hamidu Alkali; Mrs. W. A. Adegoke; Prof. NdukaOkoh; Mr. D. C. U. Okoro; and Mr. N. J. Udoeyop; as-well-as Mr. G. B. Affia; Mr. E. O. Olumorin; Mal. Habib Abba Jato; Alh. Muhhamadu Jibo; and Alh. Muazu H. Wali.

8th Board – January, 2001 – July 2004

Chairman - Princes Tejumade Alakija
Secretary - Mr. R. T. Ndeji

Members:

Mrs. Josephine Okereke; Mrs. Malaram Mohammed; Chief J. A. Ademuagun; Dr. James O. Daniel; Alh. Nasiru G. Kalambaina; Mrs. Janet Ngene; and Hon. Samuel Akinfolarin; as-well-as Hon. RabiuI shaq; Mr. Kingsley Agbabokha; Mr. A. K. Shyllon; Mr. T. A. B. Seriki; and Mrs. O. O. Omolayole.

9th Board -November, 2005 – 2007

Chairman - Abdullahi Abubakar Argungu
Secretary - Aminu Ogaji

Members:

Prof. Garba Magaji; Rev. (Prof.) I. C. Uwanaka; Hon. Sabiu Hassan Makera; Hon. G. A. Daudu; Prince Oyetunde Oyebamiji; Ms. Victoria Okojie; and Prof. Olu Ota Lawal; as-we-as Miss I. S. Agunwah; Miss Harriba Harry Pepple; Dr. Linus N. Ikpaahindi.

10th Board-2009 – 2011

Chairman - Alh.Zannah Mustapha
Secretary - AminuOgaji
Members:

Mrs. TessyAzubuike; AlhajaAtinukeOyawoye; Mrs.Julliet Chukkas Onaeko; Alh.Danladi Abdul Kwari; and Chief Godwin UdohAmeh; as-well-as Hon. CiromaKutama; Hon SaniAlmuIsah; Prof. LenrieOlatokunboAina; Mr. A. T. Agboola; Mr. A. F. Salami; andMrs.HadizaBawaMokwua.

11th Board - May, 2015 – 2016

Chairman - Alh. Abdullahi Haruna
Secretary - Aminu Ogaji

Members:

Mr. Inye Marshal Harry Jnr.; Mr. Kalabari Odimiri; Mr. Madkai Hussaini Abdullahi; Mr. Obafemi Oye; Mr. Salisu Suleiman; Mr. Tijani Kumalia; Mr. Usman Idris Mawogi; Mrs. Atinuke Akinwale; Chief Innocent Anoliefo; Dr. (Mrs.) Felicia Etim; and Mr. Obi Michael; Prof. Ekoja Innocent; Alh. Rilwanu Abdulsalam; Mr. L. B. Ogundana (FMOE); and Mallam

12th Board-March 2018 to date

Chairman - Prof. Zaynab Alkali
Secretary - Aminu Ogaji
Members:

Mal. Abubakar Shehu Shamaki; Mr. Umoh Okon Udo – Udo; Barr. Princes Tonia Adol-Awam; Mal. Umar Inuwa; Alh. Sanusi Abdullahi Nasarawa; Dr. Umunna Nnaemeka Opara; Dr. Okanlawon O. Adediji; and Prof. Lenrie Olatokunbo Aina.

CHAPTER THREE

MANAGEMENT OF NATIONAL LIBRARY OF NIGERIA

INTRODUCTION

The National Library of Nigeria has evolved a structural arrangement by means of which its functions are carried out and the attainment of the institutional goals pursued. For the day to day operations of the National Library of Nigeria, the Board, in the exercise of its functions appoints the National Librarian/Chief Executive officer, subject approval by the Ministry of Education and confirmationby Mr. President. The Boardalso appoints members of the management team which comprises Heads of Department and Secretary to the Board,who carry out the responsibility for defining institutional goals, visualizing the processes essential for the attainment of these goals, and then plan, organize, coordinate and control organizational resources -men, money, machine and material- for the actualization of the organizational goals.

For ease of administration, the management team has created the following committees: Management and Development Committee; Management Tenders Board;Appointment and Promotion Committee (junior staff); Disciplinary Committee;Staff Welfare Committee; and Board of Trustee of the Unified Pension Scheme Committee. These committees are part of larger Management of the National Library of Nigeria.

SUPERVISORY MINISTRY

The supervisory ministry of the National Library of Nigeria is the Federal Ministry of Education. The Ministry was established as a federal Government body that directs and co- ordinates educational policy in the country. The Ministry has a number of agencies and parastatals under it, of which National Library of Nigeria is one of them.

Although the National Library of Nigeria is relatively an autonomous organisation, The Federal Ministry of Education co-ordinates and directs some of its activities, (taking directive from Federal Executive Council).For instance, the appointment of the National Librarian / Chief Executive Officer by the Board is subject to the input of the Federal Ministry of Education and approval of the President. Equally,the appointment of the Board Chairman and members also takes the same procedure.

OFFICE OF THE NATIONAL LIBRARIAN/CHIEF EXECUTIVE OFFICER

The highest office as-far-as the day-to-day administrationof the National Library of Nigeria is concerned is the office of the National Librarian/Chief Executive Officer. The National Librarian/ Chief Executive Officer, who is also a member of the board, is entrusted with the general function of organising and managing the organisation of its services, in particular,the function of directing the activity of the officer and servants of the board, and managing the board's financial affairs.To facilitate its function and responsibilities effectively, there are six divisions and three units under this office. The divisions and units are:

1. **Information Communication & Technology (ICT) Division**

This division has three sections, namely:

- Software Application & Development Section;
- Infrastructure Section; and
- Client Services Section.

Functions of the division, through the sections, are:

- Development of relevant software / application for the organisation;
- maintenance of software;

- identifying the software needs of each department;
- developing relevant software for use in each department;
- maintenance of hardware at the Headquarters and all State Branches;
- maintenance of Network (LAN & WAN);
- development and maintenance of Intranet and Extranet solution;
- dealing with Networking and Cyber-security issues;
- maintenance of E-Library facilities (hardware & software) in State Branches;
- maintenance of Internet services at the Headquarters and other state branches;
- ensuring prompt and regular payment for Internet bandwidth at the HQ and State Branches;
- cloud Services;
- training of staff on ICT development ;
- support Services; and
- provides lead work as appropriate for less experienced technical staff.

2. Procurement Division

Functions of the division are:

- Co-ordinates the needs assessments;
- preparation and implementation of the Procurement Plan;
- prepare, Publish/Advertise and Distribute procurement and disposable activities;
- invitation to tender, pre-qualification and invitation for expression of interest
- issuing bidding documents;
- co-ordinates the receiving and opening of tender

documents;

- co-ordinates the evaluation of tender, quotations and proposal;
- implementing the decisions of the Procurement Planning and Disposal Committee;
- monitor contract management by the users departments;
- act as a Secretariat to the Tenders Board, Procurement Planning and Disposal Committee;
- award of contract to the responsive bidders;
- debriefing the losers on request; and
- preparation and submission of the procurement records to the Bureau of Public Procurement.

3. Public Relations Divisions

Functions of the division are:

- Ensures that all activities of the organisation are well publicized on all media platforms including video and photo coverage;
- media monitoring: Daily review of newspapers and reporting news of interest to the Director National Librarian's Office(NLO);
- liaising with the departments and state branches to obtain content that would be used publicity through press releases, news bulleting or the website, as necessary;.
- maintains current information about the services and activities of the organisation, through text, videos and pictures to be posted on the website in collaboration with the ICT Department;
- prepares or support in preparing and vetting speeches, press releases and media presentation, ensure uniformity of messages in line with the vision and mission of the organisation;
- responsible for making arrangement for local and international travels arrangements for the Board, Management and Staff such as visa and travel insurance procurements, hotel reservation, passport

procurements and renewal as well as Note Verbale and receiving international and local guests of the organisation;

- responsible for the design and production of branded souvenirs, gifts and promotional items/literature;
- safeguarding the corporate image and integrity of the organisation through proactive steps;
- produces Documentaries, videos, jingles and adverts placement for airing in both print and electronic and new media;
- production of News bulleting, Annual Reports and other relevant publications about the organisation;
- coordinates the acquisition of newspapers and magazines; and
- performs any other duties as may be assigned by the National Librarian/CEO.

4. Physical Planning Division

The functions of the divisions are:

- Development of projects, initial appraisal and outline proposal of new and existing buildings;
- preparation of comprehensive brief for consultants;
- coordination of activities of consultants and contractors;
- design of building construction projects from time to time;
- preparation of Contract Documents;
- tender Evaluation Analysis and reporting of cost implication of contractual issues;
- undertaking project evaluation and monitoring assignments;
- preparation of appropriate progress reports at regular intervals on projects;
- taking property inventory keeping for National Library of Nigeria;
- valuation for National Library of Nigeria Assets for various purposes; and
- budget preparation and execution.

5. Centre for Advanced Library and Information Management (CALIM)

Functionally, CALIM is;

- centre for research in library practices;
- centre for short-term in-service training programmes for all cadres of library staff;
- centre for conferences, seminars, workshops in librarianship etc;
- training centre for the development of middle-level professionals in library and information science;
- training centre for the domestication and inculcation of novel library service practices acceptable in international fora; and
- centre for conduct of computer based tests into tertiary institutions and conduct of professional examinations for other professional bodies

6. Professional Division

The functions of the division are:

- Advising the National Librarian on issues concerning library services;
- providing drafts of lectures, speeches and reports for the National Librarian/CEO for vetting;
- responding to mails and requests pertaining to library services as directed;
- compiling monthly and annual reports of the institution;
- supervising the professional staff in the Office of the National Librarian/CEO;
- drafting of official memos/letters both internal and external as

directed by the National Librarian/CEO;

- drafting of official memos/letters both internal and external;
- writing of minutes/ reports;
- processing/follow-up of the National Librarian/CEO's/staff local travelling allowances and other claims;
- supervising of drivers and utility vehicles under the National Librarian/CEO's office; and
- dispatch and follow-up of letters/correspondences to other MDAs.

The units are:

1. **Internal Audit**

The functions of the audit are:

- Develops Audit Programme that will outline the auditing tasks to be carried out throughout the year with timelines of completion of tasks;
- ensures management compliance with the established Federal government policies, procedures and regulations in carrying out government financial activities;
- ensures adequate supervision and auditing of the disbursement of public funds and proper monitoring and accounting for revenue;
- advises the Accounting officer on all auditing matters, technical provisions of Financial Regulations and Treasury Circulars;
- safeguards the assets of the organization;
- assists management in the Implementation of any formulated policies and internal control mechanism; and
- carries out periodic check of assets and records in state branches.

2. **Legal unit**:

The Legal Unit offers comprehensive in-house Legal services which includes:

- Legal advice;
- legal representation in court;
- negotiation/guidelines by ensuring compliance to all legislative requirements in the area of advocacy; and
- as solicitor, drafting of contract agreement with third parties.

3. Servicom Unit

The functions of the Servicom Unit are, to:

- create citizens' and customers' demand;
- instil higher expectations of public services;
- communicate service entitlement and rights; and
- publish accurate and timely information about performance and the steps being taken to correct service failure.

DEPARTMENTS AND THEIR FUNCTIONS

For smooth administration to effectively and efficiently carry out the statutory mandate of the organisation, the organisation has eight (8) departments, the:

1. Legal Deposit Department;
2. Collection, Development and Technical Department;
3. Planning ,Research and Statistics Department;
4. International Standards and Programmes Department;
5. Virtual Library Services Department;
6. Public Services Department;
7. Human Resources and Administration Department; and
8. Finance and Account Department

Each of the departments is staffed with professionals,para- professionals and non- professional staff. They perform one duty or the other under the professional leadership and supervision of the Head of Department (Director).The Head of Department takes instructions from the National Librarian/Chief Executive Officer. Every department is responsible for

specific objectives and the over-all objectives of the National Library of Nigeria. The Heads of Departments are responsible for all the administrative functions of the departments in terms of leadership and general supervision.

I. THE LEGAL DEPOSIT DEPARTMENT

Legal Deposit Department is one of the six professional departments in the National Library of Nigeria. It began operation fully on 1st of August 2017. It was formerly a division under Collection, Development and Processing Department. It was upgraded into a full department in order to strengthen the core mandate of national collection of Nigerian,cultural and intellectual heritage for posterity as the apex Library of the nation. It is made up of three [3] divisions and twelve[12] sections. The divisions are, the:

- Receipt and Documentation Division;
- National Bibliography of Nigeria Division; and
- Distribution and Dispatch Division

Objectives of the Department

The objectives of theLegal Deposit Department areto:

1. acquire a comprehensive and near a complete collectionof information resources as possible in allsegments of intellectual works;
2. ensure fulfilment of legal deposit obligation, by publishers, as enshrined in the legal deposit Act no.29 of 1970;
3. acquire books and non- books materials through gifts from international donors;
4. solicit for owners/authors and other people in possession of manuscript to donate them to the National Library of Nigeria in order to ensure their preservation for posterity;

and

5. partner with international agencies abroad for exchange of intellectual works.

Functions of the department

To actualise its objectives, the department performs the following functions:

i. Acquires information materials for National Library of Nigeria of Nigeria through subscription/purchases;
ii. acquires books and non - book materials for National Library of Nigeria through gift and exchange, as well as donations from well – meaning individuals and organisations;
iii. collects Legal Deposit materials (print and non – print) from private/commercial publishers, Federal and State Government Ministry/parastatal/Agencies;
iv. attends book launch/fairs for on the spot collection of legal deposit materials.
v. advertises/announces in the Nigerian dailies for publishers /authors/printers to deposit their materials in National Library of Nigeria;
vi. encourages authors and others in the possession of manuscript to donate them to National Library of Nigeria so as to ensure their preservation for posterity;
vii. organises enlightenment programmes and workshops for publishers / authors/printers.
viii. identifies possible sources of books and other gift material to the National Library of Nigeria;
ix. ensures that such gifts are channelled for appropriate use and acknowledged accordingly.
x. solicits for book aid from overseas on behalf of the National Library of Nigeria

xi. Compilation and production of National Bibliography of Nigeria (NBN);

xii. develops, maintains andmanages On-line National Union Catalogue (ONUC) Database and

xiii. markets and distributes the National Bibliography of Nigeria.

Activities of the Divisions

To facilitate the actualisation of the functions of the Legal Deposit Department, the divisions, under it, carry out the following activities:

Activities of the Receipt and Documentation Division

The Receipt and Documentation Division carries out the following activities:

- collects and acknowledges materials deposited;
- liaises directly with the Publishers;
- organizes enlightenment programmes for Publishers/Authors/Printers;
- attends book launch and other occasions for on-the-spot collection of materials;
- embarks on Legal Deposit Drive;
- allocates Legal Deposit Materials to the state branches;
- maintains Publishers Directories;
- sorts out of legal deposit materials according to its categories;
- documents materials in ledger/register and computer system;
- generates and assigns Legal Deposit/accessioning numbers to Legal Deposit Materials received
- classifies serial and monograph materials into commercial /private, State government and Federal government publications; and
- maintains Publishers Catalogue.

Activities of the Distribution and Dispatch Division
The activities of the Distribution and Dispatch Division are to:

- Receive of catalogued materials from NBN Division;
- letter of all catalogued materials from NBN Divisions;
- list and allocate of materials according to states;
- dispatch of all processed materials to Public Service Department (PSD) for onward distribution to states branches;
- resource share with other libraries; and
- establish and Maintain of Online National Union Catalogue (ONUC) and Online National Union List of Serials (ONULOS)

National Bibliography of Nigeria (NBN) Division

A major requirement of the Universal Bibliographic Control {UBC}is the existence of effective facilities for the publication of current national bibliography every year. The existence of national bibliography of Nigeria dates back to 1950 when the University of Ibadan began the compilation of Nigerian publications on the strength of the 1950 Publications Ordinance Law which lasted for two decades 1950 – 1970

National Bibliography of Nigeria lists all books and publications in any format, irrespective of size or language that are published in Nigeria, about Nigeria or by Nigerians abroad and acquired by the National Library of Nigeria. The National Bibliography of Nigeria (NBN) lists the catalogued entries of all Nigerian cultural materials received under the legal deposit requirement during the year. In January 1973 both the titles and frequency of the Nigerian publication changed to *National Bibliography of Nigeria* (NBN) and is published monthly and quarterly but with annual accumulation.

The NBN has under gone significant changes over the years and can be said to have come of age in January, 1975 when it adopted the international

Standard Bibliographic Description {ISBD}. It also adopted the Anglo-American Cataloguing Rules {AACR2} in 1982 for its cataloguing practices. In 2002, the first automated edition of the NBN was compiled using the UNESCO's micro computerized development System {CDS {ISIS}. Presently it is published as an annual accumulation with supplementary editions and also available in CD-ROM and PDF formats.

Importance of the NBN

The NBN serves as a selection tool for library acquisitions. The production of NBN is in itself a very important bibliographic service for copy-cataloguing and the appearance of a new title in the NBN has far reaching market implications for the publishers. The production of the NBN is a unique bibliographic function which noother library or institution is given the opportunity to perform. It is an important contribution aimed at achieving Universal Bibliographic Control {UBC}and Universal Availability of Publication {UAP}. It is circulated both nationally and internationally. Each annual accumulation includes author/title/series index, subject index, list of printers and publishers and statistical tables.

II.COLLECTION, DEVELOPMENT AND TECHNICAL SERVICES DEPARTMENT (CD&TSD)

Collection,Development and Technical Services Department, a core department, is one of the six professional departments in National Library of Nigeria. It is made up of three (3) divisions, the Selection and Acquisition division; the Cataloguing and Classification division; and the Gift and Exchange division. The divisions are responsible for the technical processing of all the intellectual materials acquired in the National Library of Nigeria through legal deposit, purchases gifts and exchange as well as their

preservation. The department also serves as the focal point for the development and implementation of appropriate collection development policy for the organisation.Therefore, it is saddled with the responsibilities of acquisition of book and non-book materials through purchase and receipt of gifts (educational information materials) from national and international donors and exchange of same.

The Functions of the Department

Specifically, the functions of the Collection, Development and Technical Services Department are:

1. Production and implementation of appropriate collection development policies (such as selection, acquisition, preservation and conservation policies) for the National Library of Nigeria;
2. acquisition of materials through: subscriptions, purchases, gifts and exchanges;
3. checking, accessioning and central processing of materials received from the National Library stores;
4. implementation, training and use of uniform standards for cataloguing and classification based on the different texts of international standards for bibliographic description such as ISBD, AACR 2, RDA, etc.; and
5. support to educational institutions in their teaching and learning activities through a virile book donation programme

Activities of the Divisions

To facilitate the implementation of the functions of the Collection, Development andTechnical Services Department, the division carry out several activities as follow:

Activities of the Selection and Acquisitions Division

The main function of the Selection and Acquisitions Division, which comprised three (3) sections are: the Selection Section; the Receipt and Processing Section; and the Database section, is the selection and acquisition of materials through subscription/purchases for the National Library of Nigeria. Through the sections, the division performs the following activities:

- select appropriate materials from publishers' catalogues to meet users' needs in the various National Library of Nigeria branches;
- acquire materials (print and non-print resources);
- direct purchase of Nigeriana materials from publishers/authors;
- online acquisition of books and non-book materials;
- process purchased information materials;
- input meta-data of purchased materials into the KOHA database acquisition module;
- use quantitative and qualitative measures to monitor the strength and weakness of National Library's collection in order to review existing priorities;
- developa database for all purchased materials using Microsoft access;
- survey community of users' needs and effective allocation of books to state branches;
- develop a suitable acquisition policy for National Library of Nigeria; and
- regular stock taking and evaluation of information materials in the library to determine damaged ones that require repair; as-well-as

- liaise with other departments/branches in identifying those information materials that need to be repaired/restored for optimal use;
- identify strategies to preserve and conserve information materials in the National Library of Nigeria, such as, fumigation, binding, provision of functional fire extinguishers etc.;
- determine appropriate time/period for fumigation, desensitization, and other environmental control measures;
- sensitise and enlighten National Library staff and users on proper handling; of information materials, as well as guarding against theft and mutilation; and
- maintenanceof appropriate statistics and documentation of preservation and conservation treatments.

Other activitiesof the division also involve:

- Preparation and maintenance of appropriate selection and acquisition policy for the national library of Nigeria
- Systematically selecting current and relevant information and educational materials that could meet the need of the populace;
- Acquisition of materials for the national library of Nigeria through subscription/purchase;
- Checking, accessioning and central processing of materials received from the National Library stores, legal deposit department as well as gifts and exchange;
- Attending book launch/fairs for on the spot collection of legal deposit material as well as to support and encourage authors and publishersthrough patronage.

Activities of the Cataloguing and Classification Division

The activities of the Cataloguing and Classification Division are to:

- Receive of all intellectual resources acquired through purchases, gifts and exchanges for the purpose of processing them and providing access tools;
- catalogue and classify of all the received materials and encoding same into the KOHA library software using appropriate bibliographic standards;
- populate the KOHA database to ensure a robust Online Public Access Catalogue (OPAC) to facilitate accessibility of collections;
- prepareall the received information resources (foreign monographs/Reference materials, Nigeriana materials and non- book materials) for theNational Library's shelves.
- ensure regular dispatch of all processed materials to the Public Services Department (PSD) for distribution to the branches; and
- organise regular training on cataloguing and classification using KOHA
- software to enhance staff skills.

Activities of the Gifts and Exchange Division

The activities of the Gifts and Exchange Division are to:

- Identify possible sources of books and other gift materials for the National Library of Nigeria;
- acquire books and non-book materials through gifts and exchanges, as well as donations from well-meaning individuals and organizations;
- ensure that such gifts are channelled for appropriate use and acknowledged accordingly;
- solicit for book aid from overseas on behalf of the National Library of Nigeria;
- encourage authors, publishers and other people in possession of manuscripts to donate them to the National

Library of Nigeria so as to ensure their preservation for posterity;

- receive and process all requests for book donations;
- ensure proper distribution of donated materials to appropriate educational institutions and documentation of relevant statistics; and
- maintain appropriate statistics and documentation of book donations and beneficiary institutions.

III. THE PLANNING, RESEARCH AND STATISTICS DEPARTMENT

The Planning, Research and Statistics Department is one of the professional departmentsof theNational Library of Nigeria. It has three (3) Divisions under it. The division are: the Planning, Research and Statistics Division; the Documentation and publication Division; and the Archives& Museum Division.

Functions of the Department

Functions of the Planning, Research and Statistics Department, as performed under the divisions are as follows:

Activities of the Planning, Research and Statistics Division

The Planning, Research and Statistics Division carry out the following activities:

1. Design and articulate strategies for successful attainment of desired goals and objectives of National Library of Nigeria;
2. initiate futuristic projection and development of pragmatic frame work for increasing both finance and materials for sustainable library and information services development;
3. collaborate with National Planning

Commission and other public and privates organization with respect to issues on provision of libraries in Nigeria;

4. solicit and offerconsultancy services to individuals and organizations;
5. design and plan training programming for staff and outsiders;
6. document and create databases on Libraries in Nigeria; and
7. conduct research on topical issues in the field of librarianship.
8. keep track of research findings
9. collate and present statistical data;
10. compile National Library of Nigeria Statistics;
11. analysing and interpreting Statistical data;
12. collate and present library Statistical data;
13. prepare data from completed questionnaire into Statistical data; and
14. administer and collect library Statistic questionnaire.

Activities of the Documentation and Publication Division

The Documentation and Publication Division perform the following activities:

1. Edit professional internal articles;
2. Edit Abstracts and Indexes;
3. create and maintain database on Nigerlisa Abstracts; and
4. keep data on Mailing list of Libraries in Nigeria, and

Nominal list of practicing librariansin Nigeria in the computer.

Activities of the Archives & Museums Division

The Archives & Museums Division, by its activities:

1. collects and preserves knowledge in all forms (Print, non-print, multimedia etc) being of value and significance to users; and
2. exhibits event, object, or records being scientific, histories, cultural and of national values meant to spur individual or member of particular society.

IV. INTERNATIONAL STANDARDS AND PROGRAMMES DEPARTMENT (IS&PD)

International Standards and Programme Department (IS&PD) a professional departmentsof the organisation consisting of four (3) Divisions which are the:

- International Standard Serial Number Division;
- International Standard Book Number Division; and
- International Standard Music Number Division.

The department, created out of the former National Bibliographic Control Department (NBCD) in July, 2017, is charged with the responsibility of bibliographic control services. It has commenced the issuance of numbers online starting with ISBN.

Functions of the Department

The functions of the International Standards and Programme Department (IS&PD) are to:

1. Administer and manage international standards for monographs, continuous resources and musical works – ISBN, ISSN and ISMN as the National Agency;
2. ensure regular production of Nigerian file of ISSN, Global

Register of Publishers and ISBN User's Manual;

3. introduce international and national standard methods & norms for book processing through organisation of seminars and workshops;
4. implement the National Library of Nigeria Cataloguing-in-Publications (CIP) programme, by providing preliminary cataloguing data to be printed in Nigerian publications; and
5. develop and maintain ISBN, ISSN, ISMN databases for local and International bibliographic access and exchange.

Activities of the International Standards Book Number Division

The International Standards Book Number Division performs the activities of:

- Issuance of ISBN to monographs both print and electronic;
- conversion of 10-digit ISBN to 13 digit structure;
- restoration of lost ISBN;
- generation of ISBN;
- creation and maintenance of relevant statistical records;
- effective change of title request;
- maintenanceof cordial relationship with the international Agency through mutual co-operation and correspondences, annual and progress reports,
- maintenance of Global Registration of Publishers;
- provision of Cataloguing-In-Publication Data block to publishers on request;
- generation of ISBN Barcode; and
- implementation of the programmes and guidelines of the international Agency.

Activities of the International Standards Serial Number

Division

International Standards Serial Number Division performs the activities of:

- Verification and reservation of titles for forth-coming serials;
- assignment of ISSN to serials and continuing resources;
- development and maintenance of ISSN database for local and international bibliographic information access and exchange;
- building and maintenance of national file of ISSN records;
- implementation of the programmes and guidelines of the international Centre.
- bibliographic meta-data transfer to the International Centre in Paris; and
- generationof ISSN Barcode.

Activities of the Sensitization and Publications Division

The Sensitization and Publications Division performs the following activities:

- Organises annual enlightenment programmes on ISBN, ISSN, ISMN CIP and Barcode for stakeholders;
- participates in Book fairs/Exhibitions;
- organises online sensitization;
- produces Nigerian file of ISSN;
- produces National Register of Publisher;
- produces of Nigerian ISMN Publishers' directory; and
- producesISMN guidelines.

V. THE VIRTUAL LIBRARY SERVICES DEPARTMENT (VLSD)

The Virtual Library Services Department (VLSD) comprisedtwo

(2) divisions: the Digital Resources Division and the Database Management and E- Libraries

The genesis of the Virtual Library Department started with the presentation of the memorandum, *"Efficient and effective provision of information resources and services for tertiary institutions , especially the Open University and Distance Learning programme"* by the NLN at the 54th meeting of the National Council on Education (NCE) held at Kastina, Kastina State in 2007. The memo emphasized the need for efficient and effective provision of information resources and services for tertiary institutions, especially the Open University and Distance Learning programme in Nigeria. It also pointed out that the library, as an institution, is evolving from the traditional to the Virtual Library as a global trend and called for concerted efforts to be made for relevant virtual library information resources and services that would be accessible and responsive to the intellectual needs and interest of tertiary institutions, especially the Open University and Distance Learning Programme. It further pointed out that the NLN, the apex library and benchmark for library and information services, is expected to operate, manage, coordinate and sustain the National Virtual Library. Clearly, the memorandum ended up calling for the establishment of a National Virtual Library which gave birth to the creation of the Virtual Library Department by the NLN in 2009.

In reaction to the memoranda (*Efficient and effective provision of information resources and services for tertiary institutions, especially the Open University and Distance Learning programme")*, as presented by the NLN at the National Council on Education (NCE) held at Kastina, Kastina State in 2007, the Council, noted the need to address the poor state of many academic

libraries in Nigeria and the attendant negative impact on the educational system thus the need to provide up-to-date information for faculty staff and students of institutions of higher education; and the capacity provided by the modern Information and Communication Technology (ICT) to reverse the trend. For the way forward, as demanded by the memorandum, the Council urged for the:

i. establishment of National Virtual Library for all institutions of higher education, to be domiciled in the NLN with two complementary aspects :
   a. Cooperative subscription to foreign databases to gain from economies of scale
   b. Creation of local content to enrich and also contribute to the pool of world knowledge;

ii. NLN to set up and coordinate , as a matter of urgency the online National Union Catalogue to facilitate resource sharing among institutions of higher education;

iii. Universal Service Provision Fund (USPF) and Petroleum Technology Development Fund (PTDF) to support the provision of internet connectivity in all academic libraries and portals, and cooperative subscription to online full text bibliographic and statistical data bases which are then made available to all institutions of higher education;

iv. NUC, NBTC AND NCCE to provide funds for cooperative subscription to online , full text , bibliographic and statistical databases which are then made available to all institutions of higher education;

v. NLN to coordinate the orderly implementation of these initiatives;

NLN to prioritise its EFT intervention fund to successfully implement the most critical projects.

Functions of the Department

The functions of the Virtual Library Services Department are to:

1. Serve as the focal point for ICT acquisition, implementation, utilization and maintenance at the National Library of Nigeria, the library sector and the citizenry nationwide;
2. ensure the preservation of electronic and digital information resources of the nation's heritage;
3. serve as the focal department for resource information/knowledge networks;
4. identify and acquire local content for digitization;
5. maintain the website to optimal functional level;
6. provide a sure platform for resource sharing, linkages and network;
7. provide intellectual access to information relevant for research in specific fields of study; and :
8. subscribe to databases and make them available to the general public.

Activities of the Divisions

Activities of the Digital Resources Division

The Digital Resources Division, with three (3) sections under it. They are:

- The Content Conservation & Preservation Section;
- The Digitisation Section; and
- The Digital Repository Section.

The activities of the division are:

- Selection of materials to be digitised;
- sorting the materials together in terms of age, length, size, etc;

- digitisation of selected materials;
- conversion of digitised materials to machine readable format;
- dealing with Copyright / Legal issues;
- resource description analysis;
- preservation; and
- archiving.

Activities of the Database Division

- Subscription of fee-based databases;
- subscription to free- databases;
- creation and Management of Databases for National Library of Nigeria;
- creation and Management of Database for National Library of Nigeria Foreign Monographs;
- creation and Management of Database for National Library of Nigeria of Nigeria Government Document; and
- creationand Management for National Library of Nigeria (Institutional Repository).

VI. THE PUBLIC SERVICES DEPARTMENT

The Public Services Department is one of the professional departments of the National Library of Nigeria. Section (2) (b) of the National Library decree 1970 provides for the establishment and maintenance of a branch of the National Library in each of the states of the federation. This requirement was designed to bring library services closer to the people. In pursuance of the state branch services objectives, presently, there are thirty–three (33) established operational branches located all over the six (6) geo-political zones of the country. The state branch system is organized

into two Divisions: Public Services Department Southern Operations Division and Northern Operations Division. These two divisions have operational units under them for the coordination of the activities of the department.

The department came to being as a result of the merger of State Branch Services and Reference and Users Services Department. Since then, the state branch system has undergone two other significant changes. First, was the splitting up of the department into two (2) departments: The Public Services Department (PSD South) and the Public Services Department (PSD North) - each of the department headed by a Director to oversee, co-ordinate, set targets for annual performance, plan specific projects and supervises the state branches' functional operations. Second was the subsequent merger of the two departments as one but with creation of more divisions and units.

Functions of the Public Services Department

Generally, the department receives, assembles and organizes, in classified order, information resources in form of books, film, clips, audio and visuals and make them readily available to offer reference and information services to the public. Thus, the specific functions of the department are:

1. Provision of selected annotated bibliographies as may be required to meet the educational and research needs of users, most of whom are civil servants, government officials, lecturers, professionals of all types and students;
2. protection of the interest of publishers in the library by responding to subpoenas in respect of litigations;
3. mounting of periodic exhibitions and displays on topical

national and educational issues;

4. compilation of lists of books, newspapers, journals and rare books for binding;
5. stock taking of the collection, weeding and updating of stock to enrich information services;
6. Selective Dissemination of Information (SDI) and other awareness services;
7. photocopying services – To curb theft and mutilation;
8. preservation and conservation of materials in the collection;
9. keeping statistics of work output;
10. maintenance of the public card catalogue;
11. administration/supervision of all Branches;
12. co-ordination of branch activities for effective library services;
13. provision Professional advisory services at the state level;
14. liaising with state governments, local governments, communities and other libraries on behalf of National Library of Nigeria;
15. collection of legal deposit materials and certification of documents at the state level;
16. liaising with the Book industry (i.e. on International Publishing Standards) at the state level;
17. assisting in publicizing government current social policies through exhibitions and displays;
18. provision of internet services at the branches;
19. consultancies; and
20. organization of annual readership promotion campaign.

Location and Contact Information on Operational State Branches

The locations and contacts information of the operational State Branches that carry out activities for the achievement of the functions of the Public

Services Department are as listed below:

1. **Abia State Branch** – Established: 2010
   - **Location**: Ohokobe Town Hall, Ibeku, Umuahia
   - **Tel**: 08037190940

2. **Adamawa State Branch** – Established: 1998
   - **Location**: ModiboAdamuWay, NearAliyu Mustapha Primary School, Yola
   - **P.M.B.** 2124, Yola.
   - **Tel**: 08036869071

3. **Akwa-Ibom State Branch**
   - **Location**:UdotungUbo Street, Uyo, Akwa-Ibom State

4. **Bauchi State Branch** – Established: 1982
   - **Location**: YakubuBauchiRoad, Bauchi
   - **P.M.B.** 2082, Bauchi.
   - **Tel**: 08072051286

5. **Benue State Branch** – Established date: 2005
   - **Location**: No. 31, J.S. Tarka Rd, beside Fire Service, Makurdi.
   - **Tel**: 08053471015

6. **Bayelsa State Branch**
   - **Location**: Bayelsa State Library Board (Gabriel Okara Library), SanniAbacha Express Road, By Access Road, Yenagoa.

7. **Borno State Branch** – Established: 2016
   - **Location**: No. 19 Kano Road, Opposite Police Headquarters, PMB 1469, Maiduguri
   - **Tel**: 08138618898

8. **Cross Rivers State Branch** – Established: 1982
   - **Location**: 2, OtopAbasi Street, Calabar.
   - **Tel**: 08062495444

9. **Ebonyi State Branch**
   - **Location**: Ministry of Education Complex, Centenary City, Abakaliki

10. **Edo State Branch** – Established: 1981
    - **Location**: Ministry of Education Premises, Iyaro,
    - **P.M.B.** 1551, Benin City.
    - **Tel**: 08053616071

11. **Ekiti State Branch**
    - **Location**:Ekiti State Library Board, Oke-sa, Ado Ekiti, Ekiti State

12. **Enugu State Branch** – Established: 1974
    - **Location**: Independent Layout, P. M. B. 1242, Enugu
    - **Tel**: 08056703019

13. **Federal Capital Territory Branch** – Established: 1985
    - **Location**: MokwaStreet, Off MoshoodAbiola Way, Area 2, Garki – Abuja.
    - **Tel**: 08051541766

14. **Gombe State Branch** – Established: 2008
    - **Location**: Duku Road, Opposite prison Yard, Gombe.
    - **Tel**: 08036110669

15. **Imo State Branch** – Established: 1981
    - **Location**: Plot 5009, New Owerri,
    - **P. M. B**. 1556
    - **Tel**: 08057891750

16. **Jigawa State Branch** – Established: 2016
    - **Location**: AdamuAbubakarMajeRoad,RafinSanyi, Dutse
    - **Tel**: 07062002010

17. **Kaduna State Branch** – Established: 1979
    - **Location**: Bida Road, P.M.B. 2184, Kaduna.
    - **Tel**: 07034973996

18. **Kano State Branch** – Established date: 2004
    - **Location**: KofoNasarawa, Opposite Kano Printing Press,
    - **P.M.B**. 3246,Kano
    - **Tel**: 08054514942

19. **Katsina State Branch** – Established: 2012
    - **Location**: TafawaBalewa Way Dutsin-ma Road, Opposite Hassan Usman Polytechnic
    - **PMB** 2145, Katsinsa State
    - **Tel**: 08061188417

20. **Kogi Sate Branch** – Established: 2020
    - **Location**: Stella Obasanjo Library Complex Government House Road, GRA, Lokoja
    - **Tel**: 08032202142

21. **Kwara State Branch** – Established: 1980
    - **Location**: Herald Newspaper Office Premises, Offa Road, P.M.B. 1447, Ilorin.
    - **Tel**: 08023385067

22. **Lagos State Branch** – Established: 1979
    - **Location**: 227, Herbert Macaulay Way, Alagomeji, Yaba, Lagos.
    - **Tel**: 08136383341

23. **Nasarawa State Branch** – Established: 2010
    - **Location**: P.M.B. 147, Shendam Road, Lafia.
    - **Tel**: 08075122603

24. **Niger State Branch** – Established: 1996
    - **Location**: Mohammed Rd, Old Airport Road.
    - **P.M.B.** 171, Minna. **Tel**: 08035722056

25. **Ogun State Branch** – Established: 1986
    - **Location**: 83, IjemoAgbadu Road
    - **P.M.B.** 2007, Sapon-Abeokuta.
    - **Tel**: 08023422296

26. **Ondo State Branch** – Established: 1980
    - **Location**; Oda, Road, P. M. B 087, Akure.
    - **Tel**: 0803464678

27. **Osun State Branch** – Established: 2004
    - **Location**: Km. 2, New Ikiru Road, Omo West New NYSC Secretariat,
    - **P. M. B.** 4393, Osogbo.
    - **Tel**: 08033854413

28. **Oyo State Branch** – Established: 1987
    - **Location**: Plot 774, Iyaganku GRA, Opp. Court of Appeal, Ibadan.
    - **Tel**: 07061164108

29. **Plateau State Branch** – Established: 1975
    - **Location**: Yakubu Gowon Way.
    - **P.M.B**. 2150, Jos.
    - **Tel**: 08029569009

30. **Rivers State Branch** – Established: 2004
    - **Location**: World Book Capital Library Building, Mgbuoba, NTA Road, Port-Harcourt.
    - **Tel**: 07068608629

31. **Sokoto State Branch** – Established: 2004
    - **Location**: 12, Sultan Bello Road,
    - **P.M.B.** 2251, Sokoto
    - **Tel**: 07036952980

32. **Taraba State Branch** – Established: 1996
    - **Location**: G.T.T.S. Best Centre
    - **P.M.B.** 1142, Jalingo.
    - **Tel**: 08072100903

33. **Yobe State Branch**
    - **Location**:Gashua Road, Opposite Emir's Palace, Damaturu, Yobe State,

VII. HUMAN RESOURCES AND ADMINISTRATION DEPARTMENT

Human Resources and Administration department is the epicentre of the National Library of Nigeria's personnel matters. It advises management and the board on personnel and general policies of the organisation. The department has four divisions:One in charge of appointment, promotion and discipline, while the others take care of staff welfare, training, pension, registry and records.

The general functions of the department are as follows:

1. Manpower planning, selection and recruitment to meet the current and future needs of the institution;
2. Establishment and implementation of appropriate systems of remuneration – job evaluation, wage and salary structure and other non-financial rewards;
3. Analysis of employee training needs and provision of facilities and opportunities for employees to acquire the skills and knowledge needed to perform their jobs to meet the present and future needs of the institutions;
4. Regular appraisal of staff performance and deployment and promotion to appropriate or relevant jobs where competence can contribute effectively to the institution.
5. Promotion of effective communication system between the Management, Union and employees;
6. Processing of retirement benefits of eligible staff in accordance with the approved terms and conditions of service;
7. Management of staff, resources and facilities
8. Appointment, promotion, and discipline of personnel;
9. Developing policies for recruitment, selection and placement of staff; and

10. Executingthe approved policies on recruitment, advancement, promotion and remuneration of staff.

Activities of the Divisions

To facilitate the functions of the Human Resources and Administration Department, the divisions under it carry out the following activities:

The activities of the Staff Welfare, Training, Pension and Industrial Relations Division

The activities of the Staff Welfare, Training, Pension and Industrial Relations Division are to:

- Identify the training needs of National Library of Nigeria in consultation with the heads of departments;
- formulate sound industrial relations policy for the organisation in order to ensure harmonious union management relations;
- Initiate health and any other welfare programmes aimed at maintaining a healthy work force in the National Library of Nigeria;
- liaise with PECOM/PFAs in respect of employee's contributions;
- process the payment of retirement benefits to eligible staff in accordance with the approved terms and conditions of service;
- ensure that the work environment is clean and healthy in consonance with the laws of industrial hygiene and safety;
- supervise of Security personnel cleaners and gardeners; and

- initiate and monitor actions that will enhance industrial peace;

The activities of the Administrative Services Division

The activities of the Administrative Services Division are:

- Management of supply of materials;
- Maintenance of equipment and facilities;
- Maintenance of official vehicles;
- Co-ordination of sports activities in the National Library of Nigeria;
- Security services; and
- Utilities;

Activities of the Manpower Planning, Personnel Data & Registry and Records Division

- Planning, implementation and control of adequate of personnel record;
- Planning and administrative procedure for provision of information for planning purposes;
- Manpower planning,recruitment and selection,forecasting and planning the requirement qualified labour force to meet the current and future needs of the institution; and
- Collectionof in-coming mails/letters and distribution.

VIII. THE FINANCE AND ACCOUNTS DEPARTMENT

Finance and Accounts Department is one of the statutory corporate departments required by the Act in the establishment of National

library of Nigeria by the year 1964. The department plans and ensures that, in-line with the Federal Government financial policies and regulations, there is adequate finance and prudent management of same to facilitate the actualization of the statutory functions, Mission and Vision Statements of the National Library of Nigeria.
Historically, the Finance and Accounts Department being as old as the National Library itself, was initially manned by accounts officers deployed/seconded to the Organisation from the Federal Ministry of Education for purposes of professional establishment and take off of the department in 1964, when the National Library of Nigeria was established. These officers were deployed owing to the fact that the National Library was without professionally experienced staff in accounting and financial discipline on ground, to manage financial activities and provide professional financial advices to the management. They were to equally train officers of the NLN Finance and Accounts Department on the Accounting and Financial administration of the Organisation.

The Department before now, was structured within two (2) Divisions. These are the **Finance Division** and the **Accounts Division** respectively. These Divisions have Sections and Units at the operational base to date.
However, sequel to the implementation of International Public Sector Accounting Standard (IPSAS) Accrual Basis of Accounting which took effect from 1st January, 2016 and subsequent Federal Treasury Circular with Ref. No. TRY A7 & B7/2018, OAGF/CAD/026/V.III/188, date 3rd July, 2018.

Finance and Accounts Department is complying with the above directive, giving rise to the new organogram comprising of the following four (4) Divisions:
Revenue and External Assistance Division;

- Expenditure Division;
- Budget Division; and
- Financial and Fiscal Reporting Division

Functions of the Finance and Accounts Department

Functionally, the Department is responsible for the following:

1. Providing efficient financial services through the implementation of Board decisions;
2. Ensure effective and adequate internal control mechanism in line with laid down standards;
3. Application/implementation of Government Financial Regulations;
4. Formulation of Financial Rules and Procedures base on Financial Regulation, Treasury Circulars, Extant Laws and National Chart of Accounts (NCOA);
5. Preparation of Revenue and Expenditure Budgets;
6. Processing of Capital and Recurrent Expenditure Payments;
7. Preparation of Monthly Salaries and related Journals;
8. Collate the Capital and Recurrent Expenditure Budget;
9. Ensures posting and regular update of non-current Assets Register in accordance with standard; and
10. Analyse Financial and Statistical Report for the attention of the Management.

CHAPTER FOUR

HOLDINGS OF THE NATIONAL LIBRARY OF NIGERIA

Library resources are those materials, both print and non-print, found in libraries which support curricular, professional and personal information needs. Print items include books, magazines, newspapers, pamphlets, microfiche or microfilm. Non-print items include films, disc records, filmstrips, slides, prints, audiotapes, videotapes, compact discs, and computer software.

Categories and number of volumes of Library Resources in National Library of Nigeria

The presently, the categories and volumes of library resources inthe National Library of Nigeria are as follows:-

i. Nigeriana Resources

Nigeriana monographs are books written by Nigerians or by a foreign authors about Nigeria or by Nigerians in foreign countries. The National Library of Nigeria purchases Nigeriana monographs to complement those received through legal deposit which is mainly the source of collecting her resources as enshrined the National Library of Nigeria 1970 Act that stipulates that publishers of all publications in Nigeria are to deposit certain number of copies, depending on the category of the publisher, with the National Library of Nigeria. An individual author/commercial publisher is expected to deposit 3 copies; State agencies 10 copies; and Federal agencies 25 copies, within a month of the publication, at the expense of the publisher.

ii. Foreign Monographs

The Library acquires foreign resources on an annual basis.

Reference Resources

The National Library of Nigeria in her holdings also houses numerous reference sources such as newspapers, magazines, academic journals, books, indexes and abstracts, dictionaries, encyclopaedias, gazettes and atlases, almanacs, handbooks/manuals directories.

iii. Rare Materials

Also, the National Library of Nigeria has numerous collections of rare materials as part of its holding these rare books cover all fields of knowledge including research work on Nigerian subjects and publications of international and inter – governmental organisations.

CHAPTER FIVE

NATIONAL LIBRARY OF NIGERIA BUILDINGS

The National Library of Nigeria took off in bequeathed/rented buildings which were generally not conducive for library services. The situation is still in operation as seen in some existing branches of the organisation. These are few examples of such branches:

Rivers, Niger and Abia States

Striving to provide conducive environment for its services, the first generation of purposeful built branches were conceived, designed and constructed in the 1980s. They are located in Akure, Jos, Kaduna, Enugu, Bauchi, Owerri and Yola Branches. The complex nature of the roofing style of these structures makes the maintenance efforts to be challenging, hence, the need to redesign new ones which are termed as second generation prototype buildings.

The commissioning dates and personalities who commissioned the prototype buildings were:

- Kaduna - 18th November, 1986
  Commissioned by Professor AminuJibril
  Former Minister of Education.
- Plateau - 23rd August, 1988
  Commissioned by Gen. Ibrahim BadamasiBabangida
  Former Military Head of State.
- Enugu - 22nd June, 1992

Commissioned by Professor AliuBabatunde
Former Minister of Education

- Ondo - 29th March, 1994
  Commissioned by Dr.IyorchiaAyu
  Former Minister of Education
- Owerri - 28th January, 2010
  Commissioned by Dr Sam OmiyiEgwu
  Former Minister of Education
- Bauchi - Handed over in 2011 by the contractor
- Adamawa - Handed over in 2017 by the contractor

Prototype building in Enugu, Kaduna and Adamawa

In view of the challenges that are being posed by the first generation designs, there came the need for a second phase of the design which gives more features with less challenge. These has already been completed in Katsina and Gombe, and currently being constructed in Calabar, Ibadan, Jalingo,Osogbo and Yenagoa Branches. The beautiful design makes users feel relaxed which is essential to creating a perfect atmosphere for study incorporating the information technological trend of today.

It is expected that this will be replicated in other state branches that are yet to have a purposeful built branch building.

Gombe and Katsina State Library Buildings

The temporary headquarters building of the organisation is currently in a rented accommodation, located in the Central Business District of FCT, Abuja. The multiplicity of operations required of an apex library at the temporary building, requires a lot of space which is lacking, thereby hindering smooth operations of services.

Temporary Headquarters Building

To solve the challenge of working in a temporary Headquarters building, a befitting Headquarters building is being constructed which undoubtedly will serve as a National Monument when completed. The project is located on Plot 35, along the cultural spine of Central Business District, FCT, Abuja. The complex is a massive building consisting of a central core and four arms in cruciform shape.

The structure comprises of two basement floors, a ground floor, and eight

upper floors. The two basement floors house, the underground car parks, book stores, locker rooms, bindery, printing press, restaurant, clinic, crèches, changing rooms and public conveniences. The ground floor and the eight upper floors houses the Exhibition Hall, the Auditorium, the Cataloguing, General Reference Areas, Legal Deposit, Offices for Administration (Headquarters and Branch Service Operations and those of members of the National Library Board), Book stacks, Reading Areas, Electronic Data Processing Centre, Library Research and Training Centre, Restaurant and Staff Canteen, Horizontal and Vertical Communication. The Library Complex has a total of ten passenger lifts, with eight hoists, a conveyor belt, seven ramps, eighteen staircases, and four cleaning cradles for cleaning of 78,000sqm, original floor area, and external facades.

The project started in 2006, but it is being delayed due to financial constraints. The citizens are anxiously waiting to see to the completion of the Headquarters building.

Model of the Permanent Headquarters Building

National Library of Nigeria Headquarters' building in Lagos, before relocation to Abuja

CHAPTER SIX

INSIGHTS INTO THE TENURES OF THE PRESENT AND FORMER NATIONAL LIBRARIANS/CHIEF EXECUTIVE OFFICERS

This chapter recounts the perceptions of the past and present National Librarians/Chief Executive officers in the period of their tenures as reported by them.

MRS. OLAYEMI OLUBUNMI OMOLAYOLE

She was the National Librarian from 2000 to 2004. Mrs.Omolayole holds a Bachelor Arts in English Language and Law Degrees and she was admitted to the Supreme Court of Nigeria. To qualify her to practice librarianship, she had an ALA training in London, which gave her the recognition to practice as a librarian.

Mrs.Omolayole started her working carrier with the Lagos State Government, before she joined the services of the National Library of Nigeria. Her first point of assignment with the NLN was the Serials and Documents Section at the 4 Wesley Street and subsequently worked other professional departments over the years. In addition, she was equally opportuned to serve in the office of the Director, Dr. Simeon B, Aje as one of his Office Assistants. As an Office Assistant involved in drafting memos and correspondences for the Director, she had the privilege to have being prepared for the future under the tutelage of a thorough and firm administrator. She equally, most often had an insight in to the goings-on in the organization, which other staff were not in the position to know. In addition to the mentoring she received working with Director Aje, as a young officer, she had the opportunities to represent the NLN at international levels on official assignments, visiting the London, Moscow

and Paris for meetings on Serials and Documentation. To her, the trips gave her the exposure as a young officer.

Mrs.Omolayole, serving as the head of reader services, on the directive of the Director facilitated the occupation of the present location of the Lagos state branch of the organization, which was formerly occupied by the British Council. This was a result of the constraint of space that was being experienced from the 4 Wesley Street, to solely serve as Reader Services outlet.

The relationship of the NLN as an organization during the service years of Mrs.Omolayole with stakeholders was adjudged to be very cordial, particularly with the publishers and book vendors who ensure that the catalogues of their publications are made available and selected books are supplied promptly.

During her tenure there was harmony and peace in the organization. They staff worked as a family. The staff were dedicated to their duties, and very loyal, which she attributed to her success as the National Librarian. She was of the opinion that institutional harmony and peace with staff can only be achieved when you as a Chief Executive is fair to everybody. When you are just and fair, you find that you have minimal complaints, because discontent comes when people feel they have been short-changed. But where you treat everybody the same way, you have laid down principles by which you treat them and you are not discriminating, either by tribe, religion or place of origin.

Mrs.Omolayole had sweet memories of the first indigenous Director of the NLN Dr S. B Aje who she described as a man with passion for the NLN. He had vision on how things should be run as a National Library. He was efficiency personified. He would not come late to the office. If you at work, you are at work. That he was a man who does not condole idleness at

work and insist on staff meeting targets. He was also interested in the welfare of the staff. By so doing, every year, he arranged for Christmas party so that staff will have the chance to interact unofficially and be happy with each other. But his work ethics was very strict and his standard was very high, so if you worked with him, you have no option than to be up and doing.

Mrs.Omolayole was a Chief Executive who believes that workers should be encouraged and appreciated for their outstanding performances, periodically. This is because without the support of all members of staff, the Chief Executive cannot achieve much. Hence the introduction of periodic awards such long service awards, awards for performance etc. during her tenure.

The level of support she received during her tenure as the National Librarian was said to be fair since it was depended on what the government itself had. The feeling that the government did not take libraries seriously or too seriously may be true. This is because when it comes to budgeting, we expect that the library should have higher allocation than they get because it's an investment, but they don't see it as such. When people are informed and are educated, they can better support the country and contribute to its development. But when they are not, they can only give what they have. So I wish the government will think of the library as an investment/resource. The lackadaisical attitude of the government to the development of libraries has always been there.

The relationship of Mrs.Omolayole with the Unions in the organization was not as rosy as it should be. To her, there was so much rancor with the union because staff were denied their entitlements. This was as a result of the fact that the organization was starved of funds by the Government of day. But soon as the period of lean releases were over, she was able to settle

all the debts that were outstanding and normalcy was restored.

Readership Promotion Campaign was a veritable instrument that Mrs.Omolayole used to assuage the various strata to cultivate the culture of reading. To her, this is necessary because for you to become a productive part of the society, you need to have the right information. There is so much going on in the world – developments here and there, people need to know about those things and also be encouraged to have vision. This can only be attained through reading and research. So we need to sensitize people.

DR LINUS N. IKPAAHINDI

Dr. L. N. Ikpaahindi is well grounded Librarian. He holds a PhD in Library and Information Science at the University of Pittsburg, United States of America in 1985.Dr. Ikpaahindi joined the services of the National Library of Nigeria as a Director and headed the Reference and Users' Services Department, until when he was appointed as the National Librarian on acting capacity in 20004.to 2006 when he was appointed as the substantive National Libraian.to 2010.

Dr.Ikpaahindi's interest in the NLN was traced back to when he was an undergraduate, whereby his final year research work was focused on the organisation. His research topic was: 'the National Library of Nigeria: The forces which contributed to its establishment and evaluation of its activities'

Dr. Linus N. Ikpaahindi was disgusted at his early days in the NLN. He confessed that things were not exactly the way his he expected. The NLN did not quite streamline its departments, there were lots of duplication of efforts, different people doing same thing which were being called by different names. For example organisation used to have State branch services, Reference and User Services departments under which he

served, there were also too many branches at different locations in Lagos. Thus, making coordination of staff and services to be very difficult. This also was the situation in Abuja were we had outlets in Area 2, Area 10 and the Headquarters at the Central Business District.

To address the issue of scattered office locations, Dr.Ikpaahindi had to painstakingly collapsed the fragmented units in Lagos 4 Wesley Street and Ijora office) by transferring the staff and equipment to Abuja. This initiative met with strong resistance, but the affected staff had to choose between having their jobs and losing it. What was left in Lagos now is the Alagomeji, Yaba outlet, which serves as the Lagos state branch of the organisation.

The movement of staff from Lagos to Abuja to Dr.Ikpaahindi was an achievement, since the action resulted in .the streamlining of the organisation. To him, it was a very courageous- decisive decision to move staff from Lagos to Abuja. He was very aware that human beings were to be disunited and inconvenienced. That it is normal for everyone to feel bad after a couple of years in a particular place where he or she is comfortable. The decision to him was not a punitive measure, but for the interest of the organization and the nation at large.

The commencement of the construction of the headquarters building for the organisation was during the tenure of Dr.Ikpaahindi, even though, he confessed that his predecessor, Mrs.Omolayole assiduously worked to see to the commencement of the project, but she left before the contract was awarded.

The initiative to commence automation process in the organization started during the tenure of Dr .Ikpaahindi, but he felt disappointed that the automation of the processes was not continued in same space that he left it. He thought that the organisation, would have gone far with the input of

about 25, 000 entries and uploading them on the website.

The Virtual Library Services Department was created during the tenure of Dr.Ikpaahindi. This is to facilitate the mandate of building a National Virtual Library as directed by the Federal Government of Nigeria. According to him, Nigeria a very interesting country, the moment the National Library started this virtual library project, other organizations also startedto buy into the concept, despite the fact that they don't know much about it. A virtual library project in a way is capital intensive. In view of this, Dr.Ikpaahindi initiated the concept of cooperative subscription to data bases, which saw the coming together of the National Open University of Nigeria (NOUN), National Board for Technical Education (NBTE), National Commission for Colleges of Education (NCCE) and Galaxy Backbone. Series of meetings were held to commence the subscription, but his tenure came to an end. He was perplexed that the initiative was not continued.

Dr.Ikpaahindi's advice to the staff of NLN is for them to support the head of the organisation and for them to give their best in the offering of services to the general public. He also implored staff to embrace Information Technology and learn to use them in their day to day routines.

MALLAM HABIB ABBA JATO (2010-2016)

MallamHabib Abba Jato's relationship with National Library started a long time ago. He had his National Youth Service Corp (NYSC) in National Library of Nigeria in 1982/83 session. The chairman of the Board at that time wanted to retain him and his colleagues after the service year, but the hustling and bustling in Lagos discouraged them from staying back to work with the National Library Nigeria.. As providence will have it, after some years, he returned to the National Library of Nigeria to serve as a member of the Board representing Zone C which comprised of Kano,

Jigawa, Adamawa, Taraba and the present day Yobe states.

Mallam Abba Jatostarted his working career in National Library of Nigeria on 12th July 1993 as a Deputy Director, and was posted to National Bibliographic Control Department (NBCD) He was later posted to Enugu to head the branch. He subsequently served most of the departments of the organisation.

As a National Librarian, he operated an open and inclusive government with the management of which they were part of all the decisions made during his tenure. The same applied to the three unions that were available in the organisation. They were carried along in the issues that particularly bothered on staff welfare.

MalamJato equally had a cordial relationship with the Board. He was very diplomatic when dealing with the Board even though, allegedly they wanted to take over his job as the National Librarian/Chief Executive Office. He posited that it requires wisdom to deal with a political Board.

He saw low budgetary provision by the National Assembly to the organisation as a major challenge during his tenure. The issue of purchase of Newspapers at that time was tied to overhead, but it was supposed to be a capital project. A lot was also needed to carry out advocacies which are part of the mandate of National library of Nigeria; one of such is Readership Promotion Campaign and Legal deposit drive.

PROFESSOR LENRIE OLATOKUNBO AINA

Professor LenrieOlatokunboAina has been a librarian since 1976. He served in various capacities as a librarian in the library of University of Ibadan. When he started his career, he was assigned to a section called Publications Ordinance Section (POS). This section receives legal

deposits from the National Library of Nigeria as the National Library is the only organization mandated to collect publications from authors and publishers in Nigeria. Three (3) copies were collected, and one would be sent to the University of Ibadan for legal deposit and he was in that section, as a young librarian that was his first contact with the Legal Deposit.

After two (2) years he moved to the University of Ibadan Library School as a lecturer where he lectured for about 13 years and rose to the position of Senior Lecturer in Library and information science. And from there, there was this brain drain wagon in the 1980's and he moved to the University of Botswana as a Senior Lecturer in 1989, where he became a Professor.

In Botswana, Professor Aina travelled wide and visited many national libraries as there were opportunities to travel for conferences and seminars if one is presenting a paper, He visited the largest library in the world, theLibrary of Congress based in Washington DC, USA. He has equally visited national libraries in UK, Wales and many others both in Europe and in Africa. He came back to Nigeria in 2007 and took an appointment with the Federal University of Technology, Minna and he was made Head of Department. He served for 10 months before moving to the University of Ilorin as Professor and the pioneer Head of Department of Library and Information Science. He also became the Dean of Faculty of Communications and Information Sciences in University of Ilorin with five departments: Library & Information Science; Information and Communication Science; Mass Communication; Telecommunications and Computer Science.

While at the University of Ilorin, Professor Aina contested to become the National President of the Nigerian Library Associations and won in 2010, as a result of this, he became a member of the governing Board of the National Library of Nigeria.

According to Professor Aina, it was a surprise to him to be named the National Librarian by the government of President MuhammaduBuhari. He never thought there was a vacancy at the National Library of Nigeria. As at that period he was on sabbatical at the University of Ibadan, Africa Centre for Information Science, having obtained Information Science degree one of his qualifications, it was easy for him to be appointed as a visiting professor at the Centre. He heard the news of his appointment as the National Librarian as every other person heard and he was astonished. He accepted to serve because it is a call to service and was excited.

During the period of Professor Aina as the National President of Nigeria Library Association (NLA), he thought all libraries were under him and all he should do was to ensure that the libraries serve at the optimum. He served as a Board member between 2010 and 2012. During the period, two seasoned librarians served as National Librarians, Dr.Linus Ikpaahindi and Alhaji H. A Jato.Anytime an issue was brought to improve the National Library of Nigeria he always gave maximum support so that the organisation, especially as it would contribute to achieving its vision and mission statements. He never imagined that he also could become the National Librarian.

Professor Aina described his experience so far as the National Librarian as likening to a fish that is out of the water because, he being in the University environment all his life, where there is a kind of independence, where you are given an assignment and you go work on it immediately. When he assumed duty, he met with all the staff from the Management, to the unions, librarians etc, from all cadres and there was a kind of despondency, that they were not happy with the National Library of Nigeria. They had complaints even at the branches and he asked them to put complaints into writing. In response to his directive, he received many documents from members of staff; one of the documents had about 100 pages of

complaints. It was then obvious he inherited staff who were not motivated. Looking at the precarious situation, he had the vision to transform National Library of Nigeria in five years to a modern National Library of Nigeria and his mission was to leverage on ICT to achieve that.

The experience wasn't pleasant at the beginning, so he articulated all complaints and decided that the first thing to do was to motivate all the staff. He discovered he could not achieve anything without making the staff happy, but he is happy today because staff are motivated.

Looking at the complexities of the challenges facing the NLN, Professor Aina commended all the past National Librarian's from Mr. S.B Aje, Alh. Mu'azu Wali, Mrs. O. O. Omolayole, Dr. Linus Ikpaahindi and Mallam H. A. Jato, laying the foundation that he is building on. That there is no organization that is one hundred percent problems free. He met a list of problems: the first one was non-use of Information Communication Technology. In this modern time, ICT is used to provide services but the case was different. He discovered there were 8 departments and only one had the incline of ICT which was imposed from outside by the Accountant General's Office.

There was no Internet connectivity which is a basic service that was expected to be provided by libraries all over the world. He was made to understand that for about five years there had been no Internet. He restored this within the first three months of his assumption of duty and that he is happy that it is on continuously.

Another challenge is that the present headquarters accommodation is not suitable, so also is the Headquarters building project which looks almost abandoned.

Electricity provision was also a problem when he assumed duty. He ensured there is constant supply of power for staff to work. This he did by coming into agreement with a diesel supplier who agreed to be supplying and get paid when money is available.

Professor Aina's vision to translate the NLN into a modern library is drawn from the fact he came from a background that leverages on ICT to have things done. As mentioned earlier, he has ensured Internet services not only at the Headquarters but also in state branches like FCT, Lagos, Kaduna, and Enugu. He ensured the organisation apply technology in offering services to the public. For the fact that the National Library of Nigeria is the only library mandated to provide services like issuance of ISBN, ISSN to authors and publishers and these are to be obtained at the Headquarters or state branches, it was difficult for the beneficiaries from distant locationsto travel to obtain the numbers. For this reason, he decided that the organisation shoulduse its website to ensure that applicants did not have to travel far to obtain these numbers. Authors and publishers can now apply for ISBN online through NLN website: www.nln.gov.ng

The National Library of Nigeria has the highest number of Nigerian publications in the world and if people want to access them they would have to go to the state branches. Users in need ofFederal Government Gazettes regularly visited the Documents Section at the Headquarters. So this prompted the creation of a Virtual Library of the National Library of Nigeria's publicationsso that it could be accessed from anywhere in the world. The digitization of all the government publications has commenced because they are in the public domain so there is no royalty, and it went life on the website of the National Library of Nigeria at the end of June 2021.

Professor Aina is worried that the National Library of Nigeria is being held back on the digitization of all the Nigerian publications in the library because of the complexities of working out royalty with Nigerian authors. That the Nigerian Copyrights Commission in collaboration with REPRONIC is expected to determine royalties that would be given to authors when their publications are accessed on the website.

The catalogue gives access to the resources of a library which can be accessed through authors, titles or subjects;presently the National Library of Nigeria uses card catalogue. The cards have been converted usingKoha software to Online Public Access Catalogue (OPAC) which can be accessed electronically on NLN's website. OPAC is adopted because it is more flexible than the card catalogue.

The departments of Finance and Accounts, as well as Human Resources and Administration have been automated to reduce paper works. However because most staff are not computer literate, its utilisation is limited.

Professor Aina brought innovations to the Readership Promotion Campaigns of the NLN. He expanded it in structure and activities from having RPC in two states in Nigeria (one state each in the Northern and Southern zones to 23 states where NLN had branches initially and then finally to all the 36 states in Nigeria and FCT. He expanded the activities form just dealing with primary and secondary school students to pregnant mothers in maternity clinics; drivers, conductors; and passengers in motor parks; inmates of custodial centres; and rural communities.

Prof. Aina was so much concerned about the welfare of staff because he believes that when staff are well treated, they would give in their best. He embarked on all-round staff training/development which members of staff testify that it was the first of its kind since the inception of the organisation.

There was massive capacity building workshops/seminars for all members of staff. This was to enhance staff performance and improve the overall service delivery.

Professor Aina has vigorously seen to the realisation of the NLN's mandate of administering ISBN, ISSN and collection of Legal Deposit of publications. To achieve these, concerted efforts were made to sensitize, authors, publishers, printers and other stakeholders on the need for compliance and maintaining the standards of our publications through workshops. This was done in the zones and resource persons were identified from each zones in Nigeria. The stakeholders were sensitized on why they must submit publications on time and not to obtain ISBN and ISSN from anybody other than NLN, as any numbers obtained outside National Library of Nigeria are fake. Stakeholders were enlightened on the need to comply with the legal deposit law which demand deposit copies as follows: Private Individuals - 3 copies, State Agencies – 10 copies, and Federal Agencies – 25 copies. To encourage stakeholders to comply legal deposit vehicles were purchased for each zone for the collection of legal deposit copies, by going round to publishers, printers and various agencies that are knowledge producers.

Professor Aina also ensured that National Library of Nigeria was given a waiver by the Honourable Minister of Finance to enable the organisation access some of the funds it generated. Hitherto, NLN was not entitled to any part of the IGR because it was claimed that NLN was 100% funded by Government. Any money generated by NLN must be paid to Treasury Single Account (TSA), He convinced officials of the Accountant General's Office on the need to allow NLN to access 75% of IGR generated from ISBN/ISSN and CALIM.

As a result of the waiver the revenue base was widened. For example, in

addition to conferences, seminars and workshops normally organised for librarians and information specialist from where revenue is generated, he created a computer based centre (CALIM). NLN has secured the permission of Joint Admission Matriculation Board (JAMB) to conduct Unified Tertiary Matriculation Examination (UTME) with the placement of the required facilities at CALIM, thereby increasing IGR of the organisation. The facilities in the Centre were utilised by JAMB in 2020 and 2021. Professor Aina also ensured that CALIM offered the Diploma in Library and Information Science programme. The programme is to take off in September 2021. It is open to staff on NLN and other libraries.It is also expected that funds will be generated form this programme.

In order to fulfil the mandate of NLN as the depository of all Nigerian publications and also to make authors and publishers aware of the need to obtain ISBN/ISSN a series of sensitization workshops have been held in various parts of Nigeria. This has resulted in the increase of IGR from the sales of ISBN/ISSN.

In addition to sensitising authors, publishers and printers on legal depository, legal deposit vehicles were purchased for four zones in order to visit these stakeholders and collect legal deposit copies. -legal deposit vehicles

Professor Aina was confident and proud to say his vision for the NLN has been achieved, therefore he is a satisfied man. This is anchored on the fact that on his resumption to duty, he made the promise to make the NLN a modern organisation, which has reflected in all the operations of the organisation. In addition, the organisation now has a strategic plan for 5 years (2020-2024) with 17 goals, 12 of these goals are on course and will be achieved shortly.

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NATIONAL LIBRARY OF NIGERIA

Designed and Printed by:
DAILY GRAPHICS NIG. LTD.
08033108965, 08099112407, 08033449198, 08052281869
dailygrafix@yahoo.co.uk or dailygrafix@gmail.com

ISBN 978-978-993-992-3