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Disaster Preparedness and Security Practices of Library Collections in Kwara State University Library

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Abstract

This study examines the disaster preparedness and security measures of collections in Kwara State University Library. This study aims to identify the kinds of disaster that can affect both the library and its collection, identify strategies adopted to prevent the library from disaster, identify collections that are highly prone to disaster. A survey research method was adopted for this study. The total population for the study was twenty (21). Of the population, total enumeration sampling technique was used to select 15 library staff. These comprise of library portal, library assistant, library officer, librarians, clerical staffs, systems analyst and library secretary. The instrument used for the collection of data for this research were questionnaire. The total number of the questionnaire administered were 15 and the 15 copies were filled and retrieved. The questionnaire retrieved were used for statistical analysis. Frequency tables and simple percentage were the main statistical tools used in analyzing the result. The result of the analysis shows that the types of disaster that can affect both the library and its collections are; flood, biological agents (microorganisms or insects), earthquakes, manmade disaster, fire, water. Some recommendations were made to help prevent the library from disaster and management of security, some of the recommendations are: the library should employ well-trained security guards that can fight all forms of disaster, Detective gadgets should be provided in the library.

Keywords: Disaster preparedness, security practices, library collections, university library, Kwara State University

1. Introduction

"By failing to prepare, we are preparing to fail"- (Tribble 2016). Prevention is always better than cure. This is also true of disasters. While many disasters cannot be prevented, being prepared for disasters help mitigate both the risk and the damage and also builds up resilience to face it. Prevention involves risk assessment, taking mitigating measures and disaster planning, including rescue and recovery operations. The vast majority of international experience indicates that where plans did not exist or were planning was inadequate, then the effects of disaster on countries and their peoples have been worse than would have otherwise been the case". (Carter, 1991) "Plans minimize risk, maximize the speed of recovery and help the organization to get back into business quickly". (Mansell, 2003) An additional advantage of a disaster plan is that it provides a common reference and assigns a clear allocation of responsibilities.



Further, it provides a setting against which to review and evaluate current and future disaster management requirements. (Carter, 1991) A variety of terminology is used to refer to disaster plans, namely Disaster Control Plan, Disaster Response Plan, Disaster Management Plan, Emergency Operations Plan, Disaster Preparedness Plan, Library Disaster Plan, Collection Disaster Plan, Disaster Recovery Plan or simply Disaster Plan.

These plans are fairly similar in contexts, although there are differences in the details given. As cited in (Muir & Shenton, 2002) and in the present study report, the term 'Disaster Management Plan' or 'Disaster Plan' are used generically to include all these. A disaster plan provides a clear and coherent approach to dealing with disaster. It is advised that a disaster plan should be:

1. Written- or it will not be remembered.
2. Simple- or it will not be understood.
3. Disseminated- or it will not be in the hands of those who need it.
4. Tested- or it will not be practical, and
5. Revised- or it will not be up-to-date. (Carter, 1991).

Even in the case of a library's disaster, staff should accept and understands the advantages of emergency preparedness rather than learn through regrettable experience. Disasters not only damage the library collections, the library building, and harm the library staff and the readers but also disrupt the services. If libraries are prepared, it will help the library to minimize the impact of a disaster and restore collections and resume services at the earliest. As in national disasters, so also in library disasters, it is better to be proactively prepared than taking action only when disasters strike. It may be too late then. According to Eden and Matthews, (1996) disaster control planning is concerned with "the formulation of a written plan which gives details of preventive and preparatory measures intended to reduce potential risks, and which also indicates reactive and recovery procedures to be taken in the event of a disaster to minimize its effect". A similar thought is expressed by (Henson, 2000). The author opined that disaster response plan should be a written document that describes in detail the steps a library would take to prepare for and prevent a disaster and if a disaster occurs, the procedures that will be followed to respond to the disaster and recover from it.

Library and Information Science professional literature provides several guidelines and checklists for the use of disaster planning in libraries. Further, in the last two decades, many libraries have developed and put on the web, their disaster management plans which can also be referred by other libraries seeking to develop their plans. Disaster plans of five libraries- Ellen Clarke Bertrand Library at Bucknell University, United State of America, (Bucknell..., 2005), University of Delaware Library, United State of America, (The University..., 2010), University of Toronto Library System, Canada, (Toyonaga, 2010), Robinson Library at the University of Newcastle upon Tyne, United Kingdom (Newcastle..., 1998) and National Library of Australia (National..., n.d.) were compared regarding their contents.

1.1. Brief history of Kwara State University

Towards establishing a State university in Kwara State, the journey began in November 1990. In 2002, Kwara Polytechnic was converted into a university by the then Governor of Kwara State, Alhaji Mohammed Alabi. On July 11, 2007. This followed by the successive Governor Bukola Saraki who inaugurated a Planning Committee under the former Governor of Kwara State - Alhaji Mohammed Shaaba Lafiagi to prepare the ground for the establishment of the Kwara State University (KWASU). The Bill for the Kwara State University was signed into law on 24th December 2008. The certificate and



instrument to operate the university were obtained on 9th February 2009 from the National Universities Commission (NUC) (https://en.wikipedia.org/wiki/Kwara_State_University).

The pioneer Vice-Chancellor, Professor Abdul Rasheed Na'Allah, who until his appointment, was Chair of the African American Studies Department of the Western Illinois University, Macomb, United States of America, assumed office on Tuesday, 28th July 2009. When fully operational, the University is planned to have its academic activities operate from three campuses located in Malete, Ilesha-Baruba and Osi-Opin. The Malete campus is the Main Campus and houses the College of Pure and Applied Sciences, College of Information and Communication Technology, and the College of Education. OSI (Ekiti Local government) campus will house the College of Engineering, College of Humanities, Management and Social Sciences. The Baruba (Baruten Local government) Campus will house the College of Agriculture and Veterinary.

1.2 Objectives of the study

The main objective of the study is to investigate disaster preparedness and adequate security measures to be taken by the KWASU Library in other to secure and protect its collections and building from dangerous disaster. The specific objectives are to:

- i. identify the types of disasters that can affect both the library and its collections
- ii. find out the strategies Kwara State University adopted to prevent its collection from disaster
- iii. find out the types of collections that are highly prone to disaster
- iv. find out the constraints to security practices for prevention of disaster in Kwara State University Library

1.3 Research questions

The researcher wants to answers to the following questions:

- i. what are the types of disaster that can affect both the library and its collection?
- ii. what are the strategies adopted to prevent the library from disaster?
- iii. what are the types of collection that are highly prone to disaster?
- iv. what are the constraints to security management for prevention of disaster in Kwara State university library?

2. Review of related literature

The natural disaster is likely to happen anytime and cannot be prevented, but measures could be taken to eliminate or reduce the possibility regardless of the many forms that a disaster may take. The actual damage to collections is usually caused by fire or water, which fall under the categories of man-made disasters. Even when they are not the initial factors, fires and floods almost invariably occur as secondary causes of disasters in libraries. Karen (2009) Stated that though an emergency does not have to become a full-fledged disaster, much institutional staff often learns the advantages of emergency preparedness through hard experience. He stressed that hazards can often be mitigated or avoided altogether by a comprehensive, systematic, emergency-preparedness program; which provides a means for recognizing and preventing risks and for responding effectively to emergencies.

Morgan and Smith (1997) noted that library resources are very valuable either for the information they contain or for their physical beauty. The materials are meant to be a source of knowledge, pleasure and assistance for generations to come. They indicated further that the libraries house and preserve materials,



which by their very nature, are very susceptible to disasters; as materials could be completely lost or national assets in information resources easily lost in a disaster. A nation stands to lose greatly if there are no arrangements to prevent or mitigate the consequence of a disaster. The disaster problem is further emphasized by Mathew (2005) who asserted that surveys have shown that disasters in libraries are almost inevitable. Ngulube (2005) Stated that disaster preparedness and security are vital to the preservation and protection of records and library. According to him, disaster planning facilitates efficient and quick response to an emergency and security protect items against theft or deliberate or unintentionally damage and destruction. Lyall (1993) Stated that disaster plan is a document, describing the procedures devised to prevent and prepare for disasters and those proposed to respond to and recover from disasters when they occur. England and Evans (2007) noted that disasters strike too many libraries, finding them unprepared for action.

Aina (2004) Stated that the library must have in place plans that would mitigate the effects of a disaster. For example, in case of fire disaster, there should be an abundance of fire extinguishers at appropriate locations in the library and library staff should be trained in the usage of the equipment in putting out the fire when its occur. He stressed that it might also be necessary for a library to ensure its holdings against such risks as fire, flood and earth-quake. To buttress further, Beth (2008) noted that an increasing number of professionals know that small-scale emergencies could be contained if staff members are prepared to react quickly; even as damage can be limited even in the face of a large-scale disaster. He cited the example of cultural institutions in Carlson, South Carolina, which formed a consortium focusing on disaster preparedness several years before they were hit by Hurricane Hugo in 1989. According to him, many of those institutions sustained only minor damage because they were able to put their early warning procedure into operation. There is no doubt that disaster planning is complex and that the written plan is the result of a wide range of preliminary activities. However, the entire process is most efficient if it is formally assigned to one person, who acts as the disaster planner for the institution and is perhaps assisted by a planning team/committee. The Institution's Director may play this role or delegate the responsibility, but it is important to remember that the process is supported at the organization's highest level, for it to be effective. The planner should establish a timetable for the project and define the scope and goals of the plan, which will depend largely on the risks faced by the Institution. When a member of the main library staff encounters an emergency, the first response should always be to contact the library's security office. When an emergency occurs, the staff will either contact public safety directly or the library's security office, depending on the nature of the emergency. When the libraries are closed, disaster will be detected from the outside; in which case, public safety will notify appropriate library staff, since it maintains a list of an emergency contact person from the libraries.

Library Preparedness against Disasters According to Newey, Lepschi & Croft (2008) Preparedness involves Identification of a disaster response team; Training of an emergency action team; Identification of recovery work areas; and Ensuring the supply of equipment and materials. When appropriate, libraries security staff should take steps to limit potential damage while waiting for emergency personnel (public safety or physical plant) to arrive. Such steps include making sure those patrons and staffs are not in danger. Safety of human beings comes before the protection of library materials. Libraries' security staff themselves should not take unwarranted risks to save library materials. Eliminating the source of the problem is also an important step to take in an emergency. Libraries security staff are trained to use fire extinguishers to put out the fire, if possible. In the event of water damage, libraries' security staff will attempt to cut off the water supply to the affected area. The next step is to get materials out of danger. If the number of materials threatened by water is small, they can simply be moved to a dry place. For large problems, plastic sheeting can be spread over the stacks to shield them from water coming from above. No cleanup or salvage work should be attempted until the situation is stable and a damage assessment has



been made. It is better to be prepared in readiness for disasters that could occur in the library. Perhaps, the greatest threats to library collections are considered to be from fire and water, as physical damages such as earthquake, hurricane and tornado are not as common. However, a worst-case scenario could involve all three hazards occurring simultaneously. It is therefore important that library staff should be vigilant and mindful of any signs of problems arising in these areas.

Ahenkorah-Marfo and Borteye (2010) on disaster preparedness in Kwame Nkrumah University of Technology Kumasi, Ghana revealed that the Library was not very prepared to prevent, fight or manage disasters. In the same vein, the finding of research carried out by Owolabi, Lawal, Olukayode, Palemo and Odenigbo (2014) on disaster awareness and preparedness in Nigeria Polytechnic Libraries using 140 respondents revealed that majority of the staff were also not prepared for disaster. Parts of the measures that need to be put in place in preparing for disaster are facilities and equipment. These facilities and equipment vary depending on the type of disaster prevalent in a particular library. But since the most common types of disaster in libraries are fire and floods, some equipment ought to be available in all libraries to manage such disasters. Thus fire extinguishers, fire alarm systems, automatic fire suppression systems, smoke/ heat detectors, fire buckets, water detectors, flood extractors, wet pick-up vacuums, brooms, pales and mops are some of the equipment required to manage fire and flood disasters in libraries. In the finding of a research conducted by Sawant (2014) on preservation and conservation practices in academic libraries in Mumbai district of India using 41 respondents, most of the Libraries indicated that they have fire extinguishers 30 (85.7%). For any library to be fully prepared for a disaster, the staff must be aware of the possibility of a disaster. They must also be aware of the necessary measures needed to be taken to In the same vein, Marfo and Borteye (2016) carried out a study on disaster preparedness in Kwame Nkrumah University of Technology Ghana, using 47 respondents and in the result obtained, majority of the respondents 32 (68.1%) indicated that they are fully aware of the locations of the emergency exits, and the locations of the fire extinguishers 43(91.5%). However, for any library to be prepared for any form of a disaster, there is need for the library to have a written down procedure in form of a disaster plan on what to do in case of a sudden occurrence of a disaster.

Muir and Shenton (2002) identify a disaster management plan to include management commitment, well-maintained facilities, training and testing of procedures, active aware and involved employees who take ownership of the process. They further asserted that "Preparing any library for a disaster involves identifying possible hazards, mitigating their effects and identifying response measures".

Morgan and Smith (1997) carried out a research on the role of a disaster plan in managing disasters in libraries and from the result obtained the majority of the libraries investigated were lacking in formal disaster plans. Furthermore, similar research conducted by Ayoung, Boatbill and Baada (2015) on disaster preparedness of polytechnic libraries in Ghana using 30 respondents showed a general absence of security policies and disaster plans in the libraries under investigation.

However, the Association of College and Research Libraries (2006) proposed a guideline for the security of rare books, manuscripts and special collections. The guidelines proposed the establishment of proper governance by hiring library security officers who plan and administer security programs, prepare and spearhead written policies. The library is also advised to closely monitor the entrances and exits of special collection reading areas, making staff aware of collection security problems, providing training in security measures, monitoring users in the stacks, reading and reference areas, keeping adequate accession records, and aiding access through proper cataloguing records and finding aids. The importance of good and supportive governance with clear policies and procedures to maintain an acceptable level of collective security in libraries is therefore necessary. In terms of the implementation of the security systems in the



academic library, the libraries identified close to completion status while only one library is at the partial implementation stage. The result of the findings shows that all the libraries of the four universities demonstrated close to completion level of implementation security for the acquisition and circulation processes. According to Ajegbomogun (2004), library security is a strategically designed system to protect library collections such as books and non-books against unauthorized removals and involves the safety of users and books against fire outbreak, insects, flood and protection of the premises against intruders. In corroborating the assertion, Lorenzen (1996) posed that many libraries acknowledging the threats of security are noted to have policies concerning collection security management which stress the importance of vigilance against theft or attack or informs staff of the steps to take to ensure their safety and the safety of the resources. Other studies focus on security breaches like purposive misshelving of items, especially reference books, disruptive behaviour as a result of drunkenness and drug addiction (Lorenzen, 1996; Momodu, 2002; Ajegbomogun, 2004; and Aziagba and Edet, 2008) and demand outstripping supply, which may give rise to delinquent behaviour such as stealing, mutilating or using another user's borrowing tickets (Bello, 1998).

Consequently, Osunrinde and Adetunla, 2018 pointed out that even though disaster preparedness and security practices plan is very essential, it is non-existing in Nigerian libraries. Some of the reasons for not having this plans were highlighted by Alemna (1998) as, "with escalating prices of information materials worldwide, it is not surprising that all kinds of libraries are facing serious problems in collection development and maintenance". This shows that financial constraint has been a hindrance to the library collection in Ghana and specifically Central University (Azerikatoa et.al. 2015). The literature review is all about what scholars have said about disaster preparedness and security management of library collections. A survey of academic libraries, they are not immune from disaster and security management library could neither curb nor stem the problem. The study will contribute by showing the cause of the disaster, the strategies been used, the method been adopted by Kwara State university library in preventing their collections from disaster and collections that are highly prone to disaster. It also contains the constraint to security management.

3. Methodology

The survey research method was employed to carry out this study. The total number of staff used in carrying out this study is 15 which are library portal, library assistant, library officer, librarians, clerical staffs, system analyst and secretary in Kwara State university library, Kwara State Nigeria. To get a sensible and more suitable sampling technique to acquire good quality and representative information, the study will adopt a total enumeration sampling technique to select the sample for this study. The data collection instrument used was the questionnaire. The questionnaire was constructed based on the objectives of the study disaster preparedness and security of library collections in Kwara State University Library. Table frequency count and simple percentage were used in the analysis of the data collected.

4. Results

A total number of 15 questionnaires consisting of (4) questions were administered to Kwara State University Library Staffs. Of the fifteen (15) questionnaire that was administered, all were filled and retrieved. This makes the return rate of response to be 100% because all the target respondents responded to the study. The table below shows the response rate.

Table 4.1 Questionnaire distributions and return rate

No of questionnaire distributed

15



No of questionnaire returned	15
No of questionnaire not returned	0
Total (%)	100%

4.2 Analysis of research questions

Table 4.3 Types of disaster that can affect both the library and its collections

Research question 1: What types of disaster that can affect both the library and its collections?

	Agree	Undecided	Disagree
Flood	14 (93.3%)	1(6.7%)	0(0%)
Biological agent (micro-organisms or insect)	14 (93.3%)	1(6.7%)	0(0%)
Earthquakes	15(100%)	0(0%)	0(0%)
Manmade disaster	14 (93.3%)	1 (6.7%)	0(0%)
Fire	15 (0%)	0(0%)	0(0%)
Water	14(93.3%)	1(6.7%)	0(0%)

Almost all the respondents 14(93.3%) agree that flood is the type of disaster that can affect both the library and its collection. 14(93.3%) agree that Biological agent (micro-organisms or insect) is the type of disaster that can affect both the library and its collection. All the respondents 15(100%) agree that earthquakes is the type of disaster that can affect both the library and its collection. Likewise 15(100%) of the respondents agree that fire is the type of disaster that can affect both the library and its collection, likewise, majority 14(93.3%) of the respondents responded water is the type of disaster that can affect both the library and its collection.

Table 4.4 Strategies adopted to prevent the library from disaster

Research question 2: What are the strategies adopted to prevent the library from disaster?

	Agree	Undecided	Disagree
Installation of fire alarm system	15(100%)	0(0%)	0(0%)
Installation of CCTV camera all around the library	13 (86.7%)	1(6.7%)	1(6.7)
Fumigation	15(100%)	0(0%)	0(0%)
Regular dusting of shelves	14 (93.3%)	1 (6.7%)	0(0%)
Library personnel moving around the library	13 (86.7%)	2 (13.3%)	0(0%)
Provision of multiple copies of text books	9(60.0%)	5(33.3%)	1(6.7%)



All the respondents 15(100%) agree that Installation of fire alarm system strategies adopted to prevent the library from disaster. 13(86.7%) agree that Installation of CCTV camera all around the library should be adopted to prevent the library from disaster. All the respondents 15(100%) agree that fumigation should be adopted to prevent the library from disaster. Likewise 14(93.3%) of the respondents agree that Regular dusting of shelves should be adopted to prevent the library from disaster, likewise majority 13 (86.7%) of the respondents responded that library personnel moving around the library should be adopted to prevent the library from disaster, 9(60.0%) agree that provision of multiple copies of textbooks should be adopted to prevent the library from disaster. The finding of this study conforms with the previous study of Osanyade (2011) that libraries adopt different measures as listed in aforementioned to prevent the library against disaster. This was corroborated by the findings of Abdulwahab et.al. 2012 that library in Nigeria should have disaster plans in place to prepare for any future uncertainty that is disaster-related.

Table 4.5 Collections that are highly prone to disaster

Research question 3: What are the types of collections that are highly prone to disaster?

	Agree	Undecided	Disagree
Text books	12(80.0%)	3(20.0%)	0(0%)
Reference material	13 (86.7%)	3(20.0%)	0(0%)
Audio visual resources	8(53.3%)	4(26.7%)	3(20.0%)
CD-ROMS	8 (53.3%)	4(26.7%)	3(20.0%)

Majority of the respondents 12(80.0%) agree that Textbooks are highly prone to disaster strategies. 13(86.7%) agree that Reference material is highly prone to disaster. More than half 8(53.3%) of the respondents agree that Audio visual resources are highly prone to disaster, likewise, 8 (53.3%) of the respondents agree that CD-ROMS are highly prone to disaster. The findings revealed the collections that are highly prone to disaster and therefore suggest that adequate measure should be put in place to provide electronic backup for this resources and this was in conformity with the study of Lakshminarasimhappa and Veena, 2014 which suggest the use of digitization and backup equipment to protect collections in the library.

Table 4.6 Constraints to security management for prevention of disaster in Kwara State University Library

Research question 4: What are the constraints to security management for prevention of disaster in Kwara State University Library?

	Agree	Undecided	Disagree
Inadequate funds for the library management	12 (80.0%)	3(20.0%)	0(0%)
Absence of detective gadget	6(40.0%)	8 (53.3%)	1(6.7%)
Inadequate qualified personnel.	4(26.7)	6(40.0)	5(33.3%)
Inadequate CCTV cameras in the library	11(73.3%)	4(26.7%)	0(0%)
Lack of enough security guards	8(53.3%)	5(33.3%)	2(13.3%)



Majority of the respondents 12(80.0%) agree that Inadequate funds for the library management are the constraints to security management for prevention of disaster in Kwara State university library. 6(40.0%) agree that the Absence of detective gadget is the constraints to security management for prevention of disaster in Kwara State university library. 4(26.7) of the respondents agree Inadequate CCTV cameras in the library are the constraints to security management for prevention of disaster in Kwara State university library, likewise, 8(53.3%) of the respondents agree that lack of enough security guards is the constraints to security management for prevention of disaster in Kwara State university library. The findings, therefore, revealed that the library is faced with certain constraints to security management and prevention of disaster and the challenges was related to the findings of (Abdulwahab, 2012) and further supported by Osunrinde and Adetunla, 2018, stated that dwindling in budget allocation can affect the aforementioned for the library management to be able to make proactive decision to prepare and counter future disaster. This study, therefore, suggests an increase in allocation of funds to the libraries and proper budgeting to cater for unforeseen circumstances.

5. Discussion of findings

From the results gathered in this research, different factors were observed from the research objectives to know the disaster preparedness and security management of library collections in KWASU Library. One of the objectives observed the types of disaster that can affect both the library and its collections which are: flood, manmade disaster, water, fire, earthquake, biological agents. According to Fernandez (1990), former president of the Mexico Library Association expressed sadness over the severe structure damage caused to the Ibero-American public library by an earthquake which forced the library to be close down for more than three years, only to be damaged again in 1989 after it has regained strength and forced to close down again. Earthquakes affect libraries both directly and indirectly because if it does not affect the collections it will affect the shelves as they might collapse and the contents are thrown on to the floor as only a few books can withstand such experienced.

The results also show the strategies adopted to prevent the library from a disaster which is: installation of fire alarm system, installation of CCTV camera all around the library, fumigation, regular dusting of shelves, library personnel moving around the library, provision of multiple copies of textbooks. Nwalo (2003) said these pests are attracted to the library by food remnants and they make many damages to the library books and furniture. He expressed further that to keep them off the library bringing food items (especially cooked ones) into the library must stop or be prohibited. He concluded by saying that the library users should be made categorically clear in the library manual and at the library orientation programs annually.

Karen (2009) Stated that though an emergency does not have to become a full-fledged disaster, much institutional staff often learns the advantages of emergency preparedness through hard experience. He stressed that hazards can often be mitigated or avoided altogether by a comprehensive, systematic, emergency-preparedness program; which provides a means for recognizing and preventing risks and for responding effectively to emergencies.

The findings also show the types of collections that are highly prone to disaster in Kwara State university library, from the findings textbooks and reference materials were the most highly prone to disaster. According to Ajegbomogun (2004), library security is a strategically designed system to protect library collections such as books and non-books against unauthorized removals and involves the safety of users and books against fire outbreak, insects, flood and protection of the premises against intruders.



Furthermore, the constraint to security management for prevention of disaster in Kwara State university library was also observed which many factors contributed to it, which are the absence of detective gadgets, inadequate funds for the library management, inadequate funds for the library management, inadequate CCTV cameras in the library and lack of enough security guards.

6. RECOMMENDATIONS

Consequent upon the findings of this study, the following recommendations are made:

1. The library should employ well-trained security guards that can fight all forms of disaster.
2. Detective gadgets should be provided in the library.
3. Well-functioning CCTV camera system should be installed all around the library.
4. The library should seek more financial support from the state government in other to provide all the needed equipment and information materials to its users.
5. Since Kwara State University Library is still young, the library should seek help and advice from the older library.

7. SUMMARY OF FINDINGS

The summaries of findings are based on the data analysis carried out in chapter four. The study looks at how Kwara State University Library prepares for disaster and their security practices. Survey methods were adopted through the use of questionnaire and it was guided by the research objectives of the study. It was presented in a tabular form and the respondent's response to the most appropriate options. The data for this study was collected, presented and analyzed using a frequency table and simple percentage from the feedback gotten from the questionnaire administered. The findings of the study are summarized as follows:

1. The types of disaster that can affect both the library and its collections which are; flood, biological agents (micro-organisms or insects), earthquakes, manmade disaster, fire, water.
2. From the findings it was also discovered that the library uses several strategies to prevent the library from disaster, higher percentage response that there should be an installation of fire alarm system, installation of CCTV camera all around the library, fumigation, regular dusting of shelves, library personnel moving around the library, provision of multiple copies of textbooks.
3. The findings show the kind of collections of the library that are highly prone to disaster majority response that Textbooks and reference materials out of the factors motioned that they are the collection highly prone to disaster.
4. The findings also revealed some of the constraints to disaster preparedness and security management of library collections which are; inadequate funds for the library management, absence of detective gadget, inadequate qualified personnel, inadequate CCTV cameras in the library, lack of enough security guards.

8. CONCLUSION

The study results showed that the disaster that can affect both the library and its collections are earthquake; flood; manmade disaster; water; fire and biological agents in this order. Furthermore, it was also discovered that the strategies that can be adopted to prevent the library from disaster include: installation of fire alarm system, installation of CCTV camera all around the library, fumigation, regular dusting of shelves, library personnel moving around the library. From the findings, it was discovered that some factors are limiting the role of security practices due to inadequate funds for the library management



to run and provide important and basic gadgets for the library. Therefore, if the problem of funds is addressed, the library will be in a better position to be disaster prepared and the security practices will improve.

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