The Rector’s Provision no. 2/2015

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| Title: | **The Library Rules of the Charles University in Prague** |
| To implement: | Act no. 257/2001 Coll., Library Act, as later amended |
| In force from: | **1st October 2016**  |

The Library Rules of the Charles University in Prague

Article 1 – Introductory provisions

1. The system comprising the Central Library of the Charles University in Prague (hereinafter only “CU”), the departmental branch libraries, the institutes of scholarly information, and the centres of scholarly information (hereinafter only “branch libraries” or just “branches”) is collectively designated as the CU Library.
2. The CU Library is entered in the library register held by the Ministry of Culture.[1](http://www.cuni.cz/UK-6634.html#MEMO_1)

Article 2 – The mission and activities of the CU Library and the public librarian and information services

1. The CU Library is a specialized library as provided for in Section §13 of Act No. 257/2001 Coll. On libraries and the conditions of operating public librarian and information services (Library Act), as later amended.
2. The principal task of the CU Library is provision of support to the librarian and informational operations required for the educational, scholarly and other creative activities within CU. The CU Library’s activities consist in acquisition, processing and preservation of the library and information collections, in both the traditional and electronic and/or digitized forms, and provision of access to such collections for its users through the librarian and information services.
3. The CU Library provides the public information and librarian services according to the provisions of Section §4 of the Library Act. The CU Library may also provide additional public librarian and information services; such additional services are listed in the rules of the branch libraries. The provision of such additional services must not adversely impact on the performance of the principal task of the CU Library.
4. The basic librarian and information services are provided free of charge. The branch libraries are authorized to require compensation for the costs incurred in the cases provided for by law.[2](http://www.cuni.cz/UK-6634.html#MEMO_2) The price list of such compensations is an inseparable part of the rules of each branch library.

Article 3 – Interlibrary services

The branch libraries provide the interlibrary loan service and the international interlibrary loan service[3](http://www.cuni.cz/UK-6634.html#MEMO_3); the details are specified in the rules of each branch library.

Article 4 – Registration and reviewing of the library collections

The branch libraries provide registration and reviewing of the library collections[4](http://www.cuni.cz/UK-6634.html#MEMO_4); the details are specified in the rules of each branch library.

Article 5 – Discarding of library items

The branch libraries provide discarding of library items[5](http://www.cuni.cz/UK-6634.html#MEMO_5); the details are specified in the rules of each branch library.

Article 6 – Protection of the library collections

The branch libraries provide protection of the library collections[6](http://www.cuni.cz/UK-6634.html#MEMO_6); the details are specified in the rules of each library.

Article 7 – Users of the CU Library, their registration and privileges

1. Users of the CU Library include:

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|   a.  | Students of CU; |
|   b.  | Academic and scientific personnel of CU; |
|   c.  | The other members of the CU staff not referred to under letter (b) above; |
|   d.  | Participants in the Lifelong Learning programmes; |
|   e.  | Holders of a personalised id card of an external user of the services; [7](http://www.cuni.cz/UK-6634.html#MEMO_7)  |
|   f.  | Members of staff of the faculty hospitals cooperating with the CU faculties not referred to under previous letters; and |
|   g.  | Members of the ALUMNI club.  |

1. Collective users of the CU Library are the juridical persons entered in the library register held by the Ministry of Culture. Registrations of such collective users with the CU Library are carried out on the basis of their first requests on the CU Library within the interlibrary loan service. The collective users do not employ the CU ID card.
2. A prerequisite for using the public librarian and information services is registration in the library system of a duly filled in application form by the branch library member of staff in charge; such registration is made free of cost. When submitting the application form, the user proves his/her identity with the CU ID card; tis does not apply if the user concerned is one under provision 1.f above. By signing the form the users *(i)* oblige themselves to observe the provisions of the Library Rules of CU and the rules of the respective branch library and *(ii)* grant consent with storing their personal data in the library system.
3. When utilizing the public librarian and information services, the CU Library users submit the CU ID card, issued under the Rector’s Provision no. 26/2014, which serves for personal identification in all branch libraries; this does not apply for the users under provision 1.f above.
4. Utilization of the public librarian and information services by the users under provision 1.f above is governed by the methodology guidelines issued by the director of the central library following agreement with the heads of the respective branch libraries.
5. According to the meaning of Act no. 101/2000 Coll. On the protection of personal data and amendments to some acts, as later amended, individual branch libraries are administrators of personal data.

Article 8 – Principal rights and obligations of the CU Library users

1. Users are entitled to the public librarian and information services according to the Library Act, these CU Library Rules, and the operating rules of the respective branch libraries.
2. Users have the right to submit comments, complaints, and suggestions concerning the activities of the respective branch libraries.
3. Users are required to observe these CU Library Rules and the operating rules of the respective branch libraries and the instructions given by the branch libraries staff in line with these regulations.
4. Users are required to protect the branch libraries’ collections and equipment.
5. In line with the applicable legislation, users are required to redress any damage they may have inflicted to the branch libraries concerned.
6. In the cases of material or repeated breaches of these Library Rules, users may be suspended or denied, temporarily or permanently, the rights to use the public librarian and information services in the branch libraries concerned.

Article 9 – Uniform borrowing matrix

The borrowings from those CU libraries which utilize the CU Central Catalogue are governed by the uniform borrowing matrix from the 1st January 2017.

Article 10 – Operating rules of the branch libraries

The details of operation of the branch libraries are governed, in compliance with these Library Rules, by the operating rules of the respective branch libraries, which are issued by faculty deans or directors of other constituent parts of CU.

Article 11 – Common and concluding provisions

1. The branch libraries shall publish these CU Library Rules and their own respective operating rules on their own websites by 1st November 2016.
2. The list of the branch libraries is specified as Attachment no. 1 hereto.
3. The uniform borrowing matrix is specified as Attachment no. 2 hereto.
4. The Rector’s Provision no. 2/2015 is hereby abrogated.
5. These CU Library Rules come into force on the date of 1st October 2016.

In Prague 29th September 2016

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|  | **Prof. MUDr. Tomáš Zima, DrSc., MBA**  |
|  | **Rector**  |

[.doc ke stažení](http://www.cuni.cz/UK-6634-version1-op_rektora_15_02.pdf)

Attachment 1

The list of the libraries, institutes and centres of scholarly information at the faculties and other constituent parts of CU which are branch libraries of the CU Library

* Charles University in Prague, Catholic theological faculty, Knihovna, Thákurova 3, 16000 Praha 6
* Charles University in Prague, Protestant theological faculty, Knihovna Evangelické teologické fakulty Univerzity Karlovy v Praze, Černá 9, P.O. Box 529 Praha 1
* Charles University in Prague, Hussite theological faculty, Knihovna, Pacovská 350/4, P.O.BOX 56, 14021 Praha 4
* Charles University in Prague, Faculty of Law, Knihovna, náměstí Curieových 7, 11640 Praha 1
* Charles University in Prague, First Faculty of Medicine, Ústav vědeckých informací, U Nemocnice 4, 12108 Praha 2
* Charles University in Prague, Second Faculty of Medicine, Ústav vědeckých informací, V Úvalu 84, 15006 Praha 5
* Charles University in Prague, Third Faculty of Medicine, Fakultní knihovna, půjčovna, studovna, Ruská 2411/87, 10000 Praha 10
* Charles University in Prague, Third Faculty of Medicine, Středisko vědeckých informací, Ruská 2411/87, 10000 Praha 10
* Charles University in Prague, Faculty of Medicine in Plzeň, Středisko vědeckých informací, Lidická 1, 30166 Plzeň
* Charles University in Prague, Faculty of Medicine in Hradec Králové, Lékařská knihovna, Dlouhá ul. 1b, 50001 Hradec Králové
* Charles University in Prague, Faculty of Pharmacy in Hradec Králové, Středisko vědeckých a knihovnických informací, Akademika Heyrovského 1203, 50005  Hradec Králové
* Charles University in Prague, Faculty of Arts, Knihovna FF UK, nám. Jana Palacha 2, 11638 Praha 1.
* Charles University in Prague, Faculty of Science, Knihovna Biologie, Viničná 7, 12800  Praha, Nové Město
* Charles University in Prague, Faculty of Science, Knihovna Chemie, Hlavova 2030/8, 12800  Praha 2 - Nové Město
* Charles University in Prague, Faculty of Science, Knihovna Geografie, Albertov 6, 12800  Praha 2 - Nové Město
* Charles University in Prague, Faculty of Science, Knihovna Ústavu pro životní prostředí, Benátská 433/2, 12800  Praha 2 - Nové Město
* Charles University in Prague, Faculty of Mathematics and Physics, Knihovna, Ke Karlovu 3, 12116 Praha 2
* Charles University in Prague, Faculty of Education, Ústřední knihovna PedF, Magdalény Rettigové 4, 11639  Praha 1
* Charles University in Prague, Faculty of Social Sciences, Knihovna FSV UK, Smetanovo nábřeží 6, 11001  Praha 1
* Charles University in Prague, Faculty of Physical Education and Sport, Ústřední tělovýchovná knihovna, José Martího 31, 16252  Praha 6
* Charles University in Prague, Faculty of Humanities, Knihovna společenských věd T.G.Masaryka v Jinonicích, U Kříže 8, 15810 Praha 5 - Jinonice
* Charles University in Prague, The Library of the Institute of the History of Charles University and Archive of Charles University, Ovocný trh , 11636  Praha 1
* The Library of CERGE-EI, Politických vězňů 7, 11121  Praha 1
* Environment Centre, U Kříže 8, 15810 Praha 5 – Jinonice

Attachment 2

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| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| book reading device (22) | 01 - faculty's undergraduate student | 14 | 0 | 100 Kč/day | 1 | 1 | 1 | This status is only applicable to lending the book reading devices |
| 02 - faculty's doctoral student | 14 | 0 | 100 Kč/day | 1 | 1 | 1 |
| 03 - intern | 0 | 0 | 0 | 0 | 0 | 0 |
| 11 - member of staff - faculty | 14 | 0 | 100 Kč/day | 1 | 1 | 1 |
| 12 - member of staff - teaching hospital | 14 | 0 | 100 Kč/day | 1 | 1 | 1 |
| 13 - Charles University user | 0 | 0 | 0 | 0 | 0 | 0 |
| 21 - member of public (general) | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 - member of public (expert) | 0 | 0 | 0 | 0 | 0 | 0 |
| 31 - ILL borrower | 0 | 0 | 0 | 0 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| not for loan (02) |   |   |   |   |   |   |   | not present in the matrix, not allowed to leave the library |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| in-house loan (01) | 01 - faculty's undergraduate student | 1 | 0 | 50 Kč/day | 5 | 0 | 0 | To be issued till next day 12:00 noon; 15 minutes grace |
| 02 - faculty's doctoral student | 1 | 0 | 50 Kč/day | 8 | 0 | 0 |
| 03 - intern | 1 | 0 | 50 Kč/day | 5 | 0 | 0 |
| 11 - member of staff - faculty | 1 | 0 | 50 Kč/day | 8 | 0 | 0 |
| 12 - member of staff - teaching hospital | 1 | 0 | 50 Kč/day | 8 | 0 | 0 |
| 13 - Charles University user | 1 | 0 | 50 Kč/day | 2 | 0 | 0 |
| 21 - member of public (general) | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 - member of public (expert) | 0 | 0 | 0 | 0 | 0 | 0 |
| 31 - ILL borrower | 14 | 0 | 0 | 8 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| in-house loan - storeroom (21) | 01 - faculty's undergraduate student | 1 | 0 | 50 Kč/day | 5 | 0 | 0 | To be issued till next day 12:00 noon; requested from the storeroom |
| 02 - faculty's doctoral student | 1 | 0 | 50 Kč/day | 8 | 0 | 0 |
| 03 - intern | 1 | 0 | 50 Kč/day | 5 | 0 | 0 |
| 11 - member of staff - faculty | 1 | 0 | 50 Kč/day | 8 | 0 | 0 |
| 12 - member of staff - teaching hospital | 1 | 0 | 50 Kč/day | 8 | 0 | 0 |
| 13 - Charles University user | 1 | 0 | 50 Kč/day | 2 | 0 | 0 |
| 21 - member of public (general) | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 - member of public (expert) | 0 | 0 | 0 | 0 | 0 | 0 |
| 31 - ILL borrower | 14 | 0 | 0 | 8 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| strictly in-house loan (10) | 01 - faculty's undergraduate student | 0 | 0 | 0 | 15 | 0 | 0 | Loans within the library for the same day with information that the item may not be in the storeroom but somewhere within the library |
| 02 - faculty's doctoral student | 0 | 0 | 0 | 15 | 0 | 0 |
| 03 - intern | 0 | 0 | 0 | 15 | 0 | 0 |
| 11 - member of staff - faculty | 0 | 0 | 0 | 15 | 0 | 0 |
| 12 - member of staff - teaching hospital | 0 | 0 | 0 | 15 | 0 | 0 |
| 13 - Charles University user | 0 | 0 | 0 | 15 | 0 | 0 |
| 21 - member of public (general) | 0 | 0 | 0 | 15 | 0 | 0 |
| 22 - member of public (expert) | 0 | 0 | 0 | 15 | 0 | 0 |
| 31 - ILL borrower | 0 | 0 | 0 | 15 | 0 | 0 |
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| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| strictly in-house loan - storeroom (30) | 01 - faculty's undergraduate student | 30 | 0 | 0 | 10 | 10 | 2 | Status to meet the needs of the Faculty of Social Science - rules for the reading room |
| 02 - faculty's doctoral student | 30 | 0 | 0 | 10 | 10 | 2 |
| 03 - intern | 30 | 0 | 0 | 10 | 10 | 2 |
| 11 - member of staff - faculty | 30 | 0 | 0 | 10 | 10 | 2 |
| 12 - member of staff - teaching hospital | 30 | 0 | 0 | 10 | 10 | 2 |
| 13 - Charles University user | 30 | 0 | 0 | 10 | 10 | 2 |
| 21 - member of public (general) | 30 | 0 | 0 | 10 | 10 | 2 |
| 22 - member of public (expert) | 30 | 0 | 0 | 10 | 10 | 2 |
| 31 - ILL borrower | 30 | 0 | 0 | 10 | 10 | 2 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| regular loan (04) | 01 - faculty's undergraduate student | 30 | 0 | 3 Kč/day | 30 | 10 | 2 |   |
| 02 - faculty's doctoral student | 30 | 0 | 3 Kč/day | 30 | 10 | 2 |
| 03 - intern | 30 | 0 | 3 Kč/day | 10 | 10 | 1 |
| 11 - member of staff - faculty | 30 | 0 | 3 Kč/day | 30 | 10 | 2 |
| 12 - member of staff - teaching hospital | 30 | 0 | 3 Kč/day | 30 | 10 | 2 |
| 13 - Charles University user | 30 | 0 | 3 Kč/day | 15 | 10 | 2 |
| 21 - member of public (general) | 30 | 0 | 3 Kč/day | 5 | 10 | 1 |
| 22 - member of public (expert) | 30 | 0 | 3 Kč/day | 10 | 10 | 1 |
| 31 - ILL borrower | 30 | 0 | 0 | 30 | 0 | 1 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| regular loan - storeroom (24) | 01 - faculty's undergraduate student | 30 | 0 | 3 Kč/day | 30 | 10 | 2 |   |
| 02 - faculty's doctoral student | 30 | 0 | 3 Kč/day | 30 | 10 | 2 |
| 03 - intern | 30 | 0 | 3 Kč/day | 10 | 10 | 1 |
| 11 - member of staff - faculty | 30 | 0 | 3 Kč/day | 30 | 10 | 2 |
| 12 - member of staff - teaching hospital | 30 | 0 | 3 Kč/day | 30 | 10 | 2 |
| 13 - Charles University user | 30 | 0 | 3 Kč/day | 15 | 10 | 2 |
| 21 - member of public (general) | 30 | 0 | 3 Kč/day | 5 | 10 | 1 |
| 22 - member of public (expert) | 30 | 0 | 3 Kč/day | 10 | 10 | 1 |
| 31 - ILL borrower | 30 | 0 | 0 | 30 | 0 | 1 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| short-term loan (07) | 01 - faculty's undergraduate student | 7 | 0 | 3 Kč/day | 30 | 5 | 2 |   |
| 02 - faculty's doctoral student | 7 | 0 | 3 Kč/day | 30 | 5 | 2 |
| 03 - intern | 7 | 0 | 3 Kč/day | 10 | 5 | 2 |
| 11 - member of staff - faculty | 7 | 0 | 3 Kč/day | 30 | 5 | 2 |
| 12 - member of staff - teaching hospital | 7 | 0 | 3 Kč/day | 30 | 5 | 2 |
| 13 - Charles University user | 7 | 0 | 3 Kč/day | 15 | 5 | 2 |
| 21 - member of public (general) | 7 | 0 | 3 Kč/day | 5 | 5 | 2 |
| 22 - member of public (expert) | 7 | 0 | 3 Kč/day | 10 | 5 | 2 |
| 31 - ILL borrower | 14 | 0 | 0 | 10 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| short-term loan - storeroom (27) | 01 - faculty's undergraduate student | 7 | 0 | 3 Kč/day | 30 | 5 | 2 |   |
| 02 - faculty's doctoral student | 7 | 0 | 3 Kč/day | 30 | 5 | 2 |
| 03 - intern | 7 | 0 | 3 Kč/day | 10 | 5 | 2 |
| 11 - member of staff - faculty | 7 | 0 | 3 Kč/day | 30 | 5 | 2 |
| 12 - member of staff - teaching hospital | 7 | 0 | 3 Kč/day | 30 | 5 | 2 |
| 13 - Charles University user | 7 | 0 | 3 Kč/day | 15 | 5 | 2 |
| 21 - member of public (general) | 7 | 0 | 3 Kč/day | 5 | 5 | 2 |
| 22 - member of public (expert) | 7 | 0 | 3 Kč/day | 10 | 5 | 2 |
| 31 - ILL borrower | 14 | 0 | 0 | 10 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| course reading (08) | 01 - faculty's undergraduate student | 150 | 0 | 3 Kč/day | 30 | 5 | 1 | loan for a term |
| 02 - faculty's doctoral student | 150 | 0 | 3 Kč/day | 30 | 5 | 1 |
| 03 - intern | 30 | 0 | 3 Kč/day | 10 | 3 | 1 |
| 11 - member of staff - faculty | 150 | 0 | 3 Kč/day | 30 | 5 | 1 |
| 12 - member of staff - teaching hospital | 150 | 0 | 3 Kč/day | 30 | 5 | 1 |
| 13 - Charles University user | 30 | 0 | 3 Kč/day | 15 | 5 | 1 |
| 21 - member of public (general) | 30 | 0 | 3 Kč/day | 5 | 3 | 1 |
| 22 - member of public (expert) | 30 | 0 | 3 Kč/day | 10 | 5 | 1 |
| 31 - ILL borrower | 30 | 0 | 0 | 10 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| grant-funded item (03) | 01 - faculty's undergraduate student | 365 | 10 | 3 Kč/day | 30 | 0 | 2 | to be loaned during the grant term, for one year in the system, to updated by hand upon issuing |
| 02 - faculty's doctoral student | 365 | 10 | 3 Kč/day | 30 | 0 | 2 |
| 03 - intern | 0 | 0 | 0 | 0 | 0 | 0 |
| 11 - member of staff - faculty | 365 | 10 | 3 Kč/day | 999 | 0 | 2 |
| 12 - member of staff - teaching hospital | 365 | 10 | 3 Kč/day | 999 | 0 | 2 |
| 13 - Charles University user | 0 | 0 | 0 | 0 | 0 | 0 |
| 21 - member of public (general) | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 - member of public (expert) | 0 | 0 | 0 | 0 | 0 | 0 |
| 31 - ILL borrower | 30 | 0 | 0 | 10 | 0 | 0 |
|  |  |  |  |  |  |  |  |  |
| **Item status** | **Patron status** | **Loan period (days)** | **Grace period (days)** | **Fine (CZK/day)** | **Number of loans** | **Number of hold requests** | **Number of renewals** | **Note** |
| specific (09) | 01 - faculty's undergraduate student | 0 | 0 | 0 | 0 | 0 | 0 | deposited items |
| 02 - faculty's doctoral student | 365 | 0 | 3 Kč/day | 30 | 0 | 0 |
| 03 - intern | 0 | 0 | 0 | 0 | 0 | 0 |
| 11 - member of staff - faculty | 365 | 0 | 3 Kč/day | 999 | 0 | 2 |
| 12 - member of staff - teaching hospital | 365 | 0 | 3 Kč/day | 999 | 0 | 2 |
| 13 - Charles University user | 0 | 0 | 0 | 0 | 0 | 0 |
| 21 - member of public (general) | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 - member of public (expert) | 0 | 0 | 0 | 0 | 0 | 0 |
| 31 - ILL borrower | 30 | 0 | 0 | 10 | 0 | 0 |

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| **Patron status** | **Total number of loans irrespective of Item status** |
| 01 - faculty's undergraduate student | 30 |
| 02 - faculty's doctoral student | 30 |
| 03 - intern | 10 |
| 11 - member of staff - faculty | unlimited |
| 12 - member of staff - teaching hospital | unlimited |
| 13 - Charles University user | 15 |
| 21 - member of public (general) | 5 |
| 22 - member of public (expert) | 10 |
| 31 - ILL borrower | unlimited |

Notes

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| 1 | Section §5 of Act no. 257/2001 Coll.,On libraries and conditions of operating the public librarian and information services (Library Act). |
| 2 | Sections §4(2-5) of Library Act. |

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| 3 | Section §14 of Library Act. |
| 4 | Section §16 of Library Act. |

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| 5 | Section §17 of Library Act. |
| 6 | Section §18 of Library Act. |

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| 7 | Article 5 of the Rector’s Provision no. 26/2014; External users of services are the persons who have a one-off job contract with CU or persons who should have a right of entry to the CU premises without having another relationship with CU, participants of lifelong education programmes, international short-term guests, students of other tertiary schools residing in the CU dormitories, external diners in the CU refectories, external users of the libraries at CU, and other persons who are interested in using the services provided by the University (hereinafter “external users”).  |