Library and Archives Charter

Welcome to the Library and Archives

Our commitment to you, we will:

- Provide accessible, easy to use services on campus and online.
- Provide a welcoming environment.
- Be friendly, helpful and professional in our dealings with you and treat you fairly.
- Support you to get the most out of our services.
- Listen to your feedback and act on your suggestions on how to improve services.

To help us achieve this we ask you to:

- Be respectful of other users and staff in the Library and Archives.
- Use resources appropriately and treat equipment and materials with care.
- Help improve our services by giving us <u>your feedback</u>.
- Read and follow the <u>Library's regulations</u> and <u>Archives rules</u>.

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