## **Penang Studies Resource Centre, Penang Institute**

Penang Studies Resource Centre, set up primarily for the use of Penang Institute's researchers, is now open to bona fide researchers. This is in line with the Penang State Government's goal, as expressed in Penang2030, to democratize policy making and to empower citizens. By making it easier for interested researchers and others to access information and books, the Institute wishes to highlight the cultural diversity of Penang and the significance of Penang history.

Penang Institute, however, reserves the right to modify, change, or reverse policies and procedures when deemed necessary.

## **Rules and Regulations (Applicable to ALL)**

- 1.Penang Institute's Penang Studies Resource Centre is open to all bona fide researchers, and no special permission is required to access this facility. A simple registration on each visit is sufficient.
- 2.Only Penang Institute's staff are allowed to take borrowed items out of the premises.
- 3.Strict silence is to be maintained and no group studying is allowed. Mobile phones should be kept on silent mode.
- 4.Only water bottles or containers are allowed. All other types of beverages are strictly prohibited.
- 5.All bags should be kept at the counter, but please keep your valuables with you. Penang Institute will not be responsible for any loss of personal items and valuables.
- 6.Reading materials should be handled with care, and those taken off the shelves should be left on the table after use.

7.Users are allowed to photocopy published materials found in the resource center in accordance with the Malaysia Copyright Act, at RM 0.20 per page. Kindly refer to the librarian on duty for assistance. Alternatively, users may scan the respective pages on their own without cost. Scanners are however not provided at this facility.
8.Seats are limited, and are allocated on a first-come-first-served basis.
9.No shoes are allowed inside the premises.