

Although this will mean that the main users of the legal library, the lawyers, will have to descend several floors, there will be space savings and the saving of at least 1/2 PY.

The PY saving is due to the fact that more efficient use of reference librarians can be made when the two libraries are combined. In addition, although one of the main library librarians would have to acquire legal specialization, in order to act as a back up (which should be the case even with the present location of the legal library), the load of the legal reference work would be more evenly spread.

The new legal library would have to be accessible, through the use of security keys, to authorized users 24 hours a day.

#### **H. NATO Registry**

No change is foreseen; the remarks for Option 1 would apply.

While this facility could be operated by DND, who would be the logical keepers of civilian NATO documents, since they keep the military documents, also under security, the current daily usage by External would mean that transferring secure documents between DND and External would be onerous and reduce ease of access to these documents.

#### **I. Administrative Services**

As in Option 1, this unit would report to the Head, Technical Services, in order to rationalize the ordering and cataloguing functions.

PY savings in Option 2 would be directly proportional to the reduction in the volume of purchasing needed under the level of book, map, periodical and document requirements for the library and the department.

It is likely that at least 1 PY can be saved with the volumes proposed in Option 2.

#### **J. Management of Library**

The remarks for Option 1 would also apply in a contingency plan. An additional observation, however, should be made. While the reading materials budget for the library is approximately \$720,000, the combined publications expenditures for all other divisions of the Department amount to some \$900,000. All publications, regardless of the division to which the expenditure applies, are ordered through the library.

In a period of fiscal retrenchment, the library would be less able to acquire needed publications, thus increasing the possibility of divisions circumventing such restrictions by using their own funds to acquire materials for their own retention. Widespread adoption of this practice would result in a proliferation of office