

IN THE SUPREME COURT OF THE STATE OF HAWAI'I

In the Matter of the
HAWAI'I STATE LAW LIBRARY SYSTEM

ORDER APPROVING RULES AND REGULATIONS FOR
HAWAI'I STATE LAW LIBRARY SYSTEM
(By: Moon, C.J.)

K. HANAKAHO
CLERK, APPELLATE COURTS
STATE OF HAWAII


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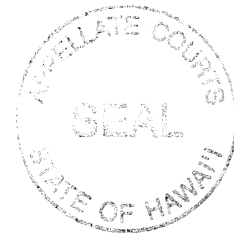
FILED

IT IS HEREBY ORDERED, pursuant to Rule 12(b) of the Rules of the Supreme Court of the State of Hawai'i, that the "Rules and Regulation, Hawai'i State Law Library System" (copy attached), are approved and adopted, effective July 1, 2006.

IT IS FURTHER ORDERED that the "Rules and Regulations, Hawai'i State Law Library System" adopted by this order supersede all prior editions of the rules.

DATED: Honolulu, Hawai'i, June 7, 2006.


RONALD T.Y. MOON
Chief Justice



Rules and Regulations Hawai'i State Law Library System (HSLLS)*

The Hawai'i State Law Library System operates legal reference libraries that are available to all who have need of its resources for legal research and study. The following rules and regulations, which are applicable to all users of the HSLLS, have been promulgated and adopted pursuant to Rule 12 of the Rules of the Supreme Court of Hawai'i.

1. Library users shall engage in the appropriate uses (reading, researching, copying) associated with the use of a law library. The library shall not be used as a substitute for an office for the practice of law, as a forum for servicing or meeting clients or prospective clients, or any other business activity. Persons found loitering or sleeping will be asked to leave. Carrels and facilities are for the exclusive use for legal research and study.
2. Users shall leave the library at closing time or when asked by Judiciary staff to leave, including emergencies and evacuation drills.
3. The library reserves the right to examine materials carried out of the library. By entering the library, one is consenting to the examination. Persons not wishing to have their materials examined when they leave should check them in advance with the library staff. (Regulation, Supreme Court of Hawai'i, April 18, 1972).
4. Generally prohibited activities include: eating, drinking, smoking, being under the influence of alcohol or illegal drugs, or possessing firearms and other weapons.
5. Users may not bring animals into the library other than guide or assistance animals.
6. The library staff shall not give legal advice or draft legal documents. Anyone needing such services should consult an attorney licensed to practice in Hawai'i.
7. Books and other library materials may not be withdrawn from the law library except as authorized under the **Circulation Policy**. Circulation records are confidential and staff members are prohibited from disclosing to whom materials are checked out.
8. Library users shall be respectful of library furnishings, equipment and material. Users shall handle all library items with reasonable care. Pencil or pen markings, earmarking of pages, removal of binding, tearing pages, use of repositionable (Post-It) notes, paper clips or mutilation in any manner of library materials is not allowed.
9. Use of the public access computer workstations shall be in accordance with the library's **Public Computer Use Policy**. This Policy is posted at each PC workstation.
10. Users must reshelve all books they have used. No materials will be "saved", so users are advised to retain citation information for materials they will need again.
11. Library telephones are for use by the library/court staff only. The library has no paging system and will not take messages, but may call attorneys summoned by the courts.
12. Library office supplies and equipment (including, but not limited to, staplers, paper clips, paper cutters, etc.) are for use by the library/court staff only
13. Conversation and noise must be kept at an acceptable level in the library so users may have a peaceful and quiet environment conducive to study and research.

*HSLLS includes: Supreme Court Law Library; Second Circuit Court Law Library; Third Circuit Court Law Library, Hilo; Third Circuit Court Law Library, Kona; Fifth Circuit Court Law Library

14. Users shall respect the rights of other users and shall not harass or annoy others through noisy or boisterous activities, by staring at, or following another person about the library.

Solicitation, proselytizing, or distributions of literature are not allowed in the library.

Users shall not disturb other library users in any manner, including asking for legal advice or assistance.

15. Users are required to wear socially accepted standard clothing at all times while in the library. For reasons of public health and safety, those who are not dressed from their lower neck to their mid-thigh and wearing footwear will be asked to leave.
16. Users whose bodily hygiene is so offensive as to constitute a nuisance to other persons shall be required to leave the library. [Kreimer v. Bureau of Police, Morristown, NJ, 958 F.2d 1242 (3d Circ. 1992)]
17. Personal/laptop computers, typewriters and calculators may be used in the library unless they pose a hazard or are a nuisance to others. Users may use available electrical outlets only if the outlets are not servicing library equipment or being used by maintenance personnel. The library is not responsible for any damage, lost data, etc. resulting from power surges, electrical outages and other such acts. No equipment shall be attached to any of the Judiciary's electronic/data connections.
18. Radios, stereos, cassette/cd/dvd/MP3 players or other audio and video equipment are not allowed unless earphones or headphones are used to prevent the sound being heard by others and the user does not make any noise while using equipment.
19. Users shall place their beepers and cellular telephones on silent or vibrate when they enter the library. All cellular phone use is limited to the area outside of the library. Charging of cellular phones using library electrical outlets is not allowed.
20. Users are solely responsible for their belongings and personal items shall not be left unattended.
21. Notices are posted in the library only with the approval of the librarian. Commercial advertisements and personal notices are not allowed. Unauthorized postings will be removed by the library staff.
22. The library shall assess and collect a service charge of \$15.00 plus interest, in cash, for any dishonored check, pursuant to HRS section 40-35.5.

Violation of any regulations shall subject the offending party to liability for loss or damage, summary suspension or permanent deprivation of the facilities and privileges of the law library, or such other disciplinary action as shall be determined by the supreme court. Rule 12(d), Rules of the Supreme Court of the State of Hawai'i.

The Hawai'i State Law Library System reserves the right to adjust or revise any of the rules and regulations above as needed without advance notice.

In accordance with the Americans with Disabilities Act, if you require an accommodation or special assistance, contact the library's ADA Coordinator at 808-539-4964. This document is available in alternate formats upon request.