

INTERNATIONAL COURT OF JUSTICE

MARITIME DELIMITATION IN THE INDIAN OCEAN
(SOMALIA v. KENYA)

APPENDIX 1 TO THE REPUBLIC OF KENYA'S APPLICATION TO
SUBMIT NEW EVIDENCE AND WRITTEN SUBMISSIONS

INTERNATIONAL COURT OF JUSTICE

MARITIME DELIMITATION IN THE INDIAN OCEAN

(SOMALIA v. KENYA)

WITNESS STATEMENT OF CHARLES GURDON

I, DR. CHARLES GUY GURDON, of 10 Charles Street, Berkhamsted, Hertfordshire HP4 3DF, United Kingdom, state as follows:

I. INTRODUCTION

1. I am a Managing Director at Menas Associates, a strategic and political risk consultancy. I have particular expertise in finding evidence for use in international border disputes, including disputes before the International Court of Justice (the “**Court**”). I hold a BA, an MSc and a PhD from the University of London’s School of Oriental and African Studies (“**SOAS**”), where I specialised in the Middle East and Africa. I joined Menas Associates (then Menas Services Ltd) as a senior researcher four decades ago, in 1981. Since then, I have managed various research and expert teams who work to gather evidence for international border disputes and arbitration cases.
2. I lead a team of researchers that has been assisting the Republic of Kenya (“**Kenya**”) in obtaining evidence for the case concerning the *Maritime Delimitation in the Indian*

Ocean (Somalia v. Kenya) currently before the Court. I am providing this witness statement to inform the Court about the significant difficulties that I have experienced and continue to experience in gathering evidence during the COVID-19 pandemic. Many relevant libraries, archives and other institutions with potential evidence are either closed or operating in a restricted manner. In addition, due to the pandemic, members of my research team cannot travel to many libraries, archives and other institutions. This has greatly limited my and my team's ability – and in most instances entirely prevented us from being able – to gather and review significant evidence that is likely to be highly relevant to this Court's considerations.

3. **Annex A** to this witness statement is a summary of just some of the libraries and archives where, in my opinion, there is likely to be significant and voluminous evidence relevant to this proceeding but to which I and my team have not been able to gain access. **Appendix B** to this witness statement is a copy of my curriculum vitae. I also refer in this witness statement to a number of documents, marked in the form of “**Exhibit CGG-[*]**”.
4. Save where I state otherwise or where the contrary is obvious, the facts and matters to which I refer in this witness statement are within my own knowledge.
5. I am informed by counsel that it is not appropriate for me to discuss the specific results or details of my or my team's research in this witness statement. That information is subject to attorney-client, attorney work product and other privileges. I understand that counsel will present that information to this Court in separate communications. This witness statement is not a waiver of any privilege.

II. THE COVID-19 PANDEMIC HAS AFFECTED MY AND MY TEAM'S ABILITY TO OBTAIN EVIDENCE RELEVANT TO THIS PROCEEDING

6. Gathering evidence and materials for maritime boundary disputes is an exceptionally complex and multifaceted undertaking. In a maritime boundary dispute, I and my team typically have to identify and secure a variety of types of evidence. This includes:
 - (a) memoranda, *notes verbales* and other diplomatic correspondence;
 - (b) submissions and official statements to the United Nations and other international organisations;
 - (c) official statements made before national parliaments;
 - (d) evidence concerning base

points and coastlines; (e) evidence concerning the existence and extent of natural resources in disputed maritime areas; (f) other geological and geomorphological evidence; (g) navigation and security-related evidence, including on law enforcement activities; (h) maps from a wide variety of sources; and (i) satellite evidence.

7. Gathering this evidence also often requires us to obtain information on the historic and recent practices of States, commercial entities and private persons. This includes evidence on the extent of fishing and other maritime and resource-related activities. It also includes finding decades-old (and older) maps, public statements, legislation and jurisprudence.
8. The evidence described above inevitably has to be sourced from a variety of national and international libraries, archives and other institutions located all around the world. To fulfil this task, it is indispensable for my research team to have unrestricted physical access to all available sources of evidence and to be able to travel to and spend considerable time reviewing documents at the relevant libraries, archives and other institutions.
9. In my opinion, based on my decades of experience as a historical archive researcher, the evidence likely to be found in the libraries, archives and other sources we have identified is relevant to this proceeding. Unfortunately, the COVID-19 pandemic and its associated public health measures have prevented me and my team from reviewing and gathering such evidence for Kenya.
10. As is well-known, since the outbreak of the pandemic, many public facilities across the globe have closed entirely or are operating a highly limited service. This is especially true for libraries, archives and similar institutions. This has directly impacted my and my team's work. In particular, obtaining materials and accessing collections that are not available on the internet has often become impossible. In addition, the complexity of the research that my team undertakes often requires access to specialised assistance from library or archive research support. This support has also been significantly restricted since March 2020 due to the COVID-19 pandemic. Equally, government-imposed restrictions, such as on international and domestic travel, have prevented me and my team from travelling to or visiting various libraries, archives and other institutions.

11. The current circumstances have had a severe and negative impact on my team's work in assisting Kenya in this proceeding. Based on my knowledge of this proceeding, I am highly confident that there is likely a significant amount of evidence that my team would, in normal times, be able to access and provide to Kenya. I and my team have identified various libraries and archives as potentially containing highly relevant evidence. However, these libraries and archives have restricted their access and have been re-opening on a staggered basis, with some expected to be closed until 2021. Others cannot be accessed until international and domestic travel is normalised. Although access is restricted, I and my team were able to search the catalogues of many of these archives. On that basis, I confirm that these archives are likely to contain primary documents that are directly related to the issues in dispute in this proceeding.
12. Given the importance of this potential evidence for this proceeding, my team has made significant efforts to work around these restrictions through various channels. Nevertheless, despite these efforts, the consequences of the current pandemic have significantly hindered our research and gathering of evidence. Therefore, evidence is not currently available that in my opinion would likely be highly material to this Court.

III. STATEMENT OF TRUTH

13. I believe that the facts stated in this witness statement are true to the best of my knowledge.



Charles Guy Gurdon

Dated: 16.12.20

ANNEX A:

POTENTIALLY RELEVANT LIBRARIES AND ARCHIVES WITH RESTRICTED ACCESS DURING THE COVID-19 PANDEMIC

1. This Annex summarises some of the most relevant libraries and archives that are likely to contain significant and voluminous evidence relevant to this dispute but were closed or on restricted access due to the COVID-19 pandemic. This is an illustrative, not exhaustive, list of such libraries and archives.

A. The National Archives

2. My team identified The National Archives as a potential research location. The National Archives is the official archive and publisher for the United Kingdom government and for England and Wales. It contains an abundance of evidence that my team would normally consult when working on international disputes. This includes documents regarding the Colonial Office, international relations between States and historic maps.
3. Since the outbreak of the pandemic, The National Archives has been operating on a very limited service. Normally, there is virtually unrestricted access and, on past international boundary disputes that we have worked on, our researchers have been able to spend weeks and sometimes months researching The National Archives. Following the COVID-19 restrictions, however, access is far more limited. Appointments have had to be booked with a valid reader's ticket obtained via The National Archives' 'Eventbrite' booking service. Spaces were only made available for short slots two weeks before the date of the visit and they were released in a virtual lottery at 10.00 every Monday morning (**Exhibit CGG-1**). In one week, for example, despite logging on at 10.00 all the slots had been taken by 10.05, and our researcher then had to wait a full week before trying to get a slot the following Monday.
4. The National Archives re-opened only on 15 September 2020. With the onset of the second UK lockdown starting in the beginning of November 2020, all future bookings were suspended again. Bookings then resumed as normal but appointments still had to be booked one week in advance (**Exhibit CGG-2**). Only one member of our research team was able to visit a reading room in the week of 15 September 2020 because it was fully booked within just minutes. Given the urgency of the situation and our high

expectations regarding the evidence my research team would find, another member of our team directly contacted The National Archives to gain alternative access.

Unfortunately, this was unsuccessful, although that researcher explicitly expressed the urgency and importance of the matter.

5. My team was also further restricted because, in some instances, requested documents were unable to be viewed due to certain restrictions such as the item being too large or currently being in use. Because of the physical size of some of the items that were requested, they could only be viewed in the map room but this had to be booked separately. The map room was also subject to the same booking restrictions as the main reading room. Receipts for the files that we had ordered were usually emailed to us 2-3 days before our scheduled visit. However, if an item was too large or was already being used by another reader, we would be notified but we would not be permitted to switch rooms because of the booking restrictions described above. If a file was already in use, it would be unavailable for review on the day of our visit and an item from our reserve list would replace it.
6. For later visits, we booked slots in the map room to overcome this problem. We succeeded in obtaining a number of documents from The National Archives. However, I believe that there are still some relevant documents that should be reviewed and which, were it not for the COVID-19 restrictions, could have been checked.

B. SOAS Library

7. The library of SOAS in London contains a significant amount of potentially relevant resources, including an excellent map library and a collection of secondary sources on East Africa in the 20th century. SOAS is one of the world's leading institutions specialising in the study of Asia, Africa and the Near and Middle East.
8. Because of the COVID-19 restrictions, the Special Collections Reading Room of the SOAS library, which we needed to access for our research, can only be accessed by current SOAS students and staff. As of 15 December 2020, access was still restricted and there is no further information about when the library will re-open for external researchers (**Exhibit CGG-3**).

C. Bodleian Libraries (Oxford University)

9. The Bodleian Libraries in Oxford are another location that my team would normally prioritise for this type of research because its collection includes maps, United Nations resources and secondary sources on East Africa. This is evidence that is likely to be highly material to this proceeding.
10. The Bodleian Libraries began a phased re-opening on 10 August 2020. However, places are still very restricted and are still limited to current university members and those with a reader's ticket, which requires a detailed application process (**Exhibit CGG-4**).
11. The Weston Library, which has the special collection, is operating a booking system for study spaces (**Exhibit CGG-5**). At least two working days before booking a place in the reading room, it is necessary to email the librarians with the shelf-marks of the items that we want to investigate. The items are then checked to see if they are available for consultation. The number of items will be limited to five per person. Once the items are confirmed, researchers are asked to book their study space for their preferred day. The number of spaces is currently very limited, and on-the-day fetching will not be possible, so all items will need to be ordered in advance. Although we obtained access on one occasion in September 2020, we believed that there may be additional materials that should be reviewed once the current restrictions are lightened or lifted.

D. Royal Geographical Society

12. The Royal Geographical Society's collection in London is another research location that my team sought to access. It contains a large historical map collection and potentially relevant colonial correspondence. The archive holds a number of colonial-era maps from Kenya as well as some Foreign Office reports. Due to COVID-19, the Royal Geographical Society's Foyle Reading Room is "closed to visitors, including Fellows and members, and will likely remain so until January 2021" (**Exhibit CGG-6**).

E. National Library of Scotland

13. The National Library of Scotland's map collection could also contain potentially relevant evidence. My team has not been able to access that collection. Only full

readers are currently given access to the archives. New reader registration, which my team requires to access this library, only restarted on or around 6 October 2020 (**Exhibit CGG-7**). Further access has not been arranged since the archives are currently closed until further notice (**Exhibit CGG-8**).

F. Energy Institute Library

14. The Energy Institute Library collection in London contains information on a range of different energy topics. Our catalogue search and the advice my team obtained from a librarian at the Energy Institute on 8 October 2020 have revealed that it is likely that the collection contains information on oil & gas exploration in East Africa, which would be material to our dispute. The Energy Institute Library is still currently closed due to COVID-19 (**Exhibit CGG-9**).

G. The Library of Congress

15. The Library of Congress in Washington DC is a research library that officially serves US Congress. It contains a significant amount of African maps, including of boundaries in East Africa. The Library of Congress further contains thousands of colonial and Italian documents for East Africa, local newspapers from the region and US Air Force navigational charts.
16. My team contacted the Library of Congress via email. As the Library of Congress informed us, as of 23 September 2020, it had not set the date for reopening the reading rooms for researchers. In the meantime, full reader access has begun, however, only to limited documents. The Library of Congress is still closed to the public and reader access must be completed in person (**Exhibit CGG-10**).

H. British Library

17. The British Library is the national library of the United Kingdom. Its collection is one of the largest in the world and contains a range of materials and sources, including of historic nature, that my research team has identified as likely to be relevant.
18. The British Library restricted its access to full readers due to the COVID-19 pandemic and stopped issuing new reader passes (**Exhibit CGG-11**). It then re-opened the archives to new readers. Reader registration must be completed in person. My team

arranged an appointment to register as a new reader on 11 November 2020. However, that appointment was cancelled due to the second national lockdown in the UK starting in early November.

19. The British Library thereafter only reopened their reading rooms and reader registration on 3 December 2020. The map collection at the British Library is a potentially highly relevant source of evidence that my team would need to review.

I. Other relevant research sources

20. My team has identified other libraries and archives as containing potentially relevant evidence. Unfortunately, due to travel restrictions or restricted access and closings, my team has been unable to gain access to those libraries and archives. Those libraries and archives include:

- The National Central Library of Rome;
- The Senate House / Institute of Commonwealth Studies;
- The Liddell Hart Centre for Military Archives;
- The Hull History Centre;
- The University of Liverpool library;
- The London School of Economics library;
- The Italian Archives of the State;
- The National Collection of Aerial Photography; and
- The University of East Anglia.

>>> Menas Associates

Dr Charles Gurdon
Managing Director
Menas Associates Ltd

EDUCATION

- B.A. (Hons) Economics & Geography of the Middle East and Africa, School of Oriental & African Studies (SOAS), University of London, United Kingdom, 1979
- M.Sc. Economics & Geography of the Middle East and Africa, SOAS, University of London, United Kingdom, 1981
- Ph.D. *The Role of Non-hydrocarbon Minerals in the Arab Middle East with special reference to the use of indigenous minerals in regional economic development* (SOAS), University of London, United Kingdom, 1987

CAREER HISTORY

- 1981-1988: Menas Services Ltd, London, UK, Senior researcher, international border disputes and commercial arbitration disputes
- 1988-present: Menas Associates Ltd, Head of Consultancy Division including the management of research on international border disputes and arbitration cases
- 1988-present: Managing editor of Menas' stable of up to 16 separate newsletters.
- 2003-present Managing Director, Menas Associates Ltd, www.menas.co.uk

RELEVANT EXPERIENCE

International Border Disputes

- Libya - Tunisia maritime border dispute – senior researcher
- Libya - Malta maritime border dispute – senior researcher
- Libya - Chad border dispute – senior researcher
- Egypt - Israel dispute over Taba – senior researcher
- Qatar - Bahrain maritime dispute – senior researcher
- Cameroon - Nigeria dispute – managed team of researchers

- Yemen - Saudi Arabia – managed the research team
- South Sudan – Sudan – managed research team

Also conducted and/or organised research on numerous border disputes for international oil company clients, including:

- South China Sea
- Cambodia – Thailand
- East Timor - Indonesia
- Myanmar – Bangladesh
- Philippines - China
- Kuwait – Iraq
- Jordan – Iraq
- Lebanon – Israel
- Cyprus – Israel – Egypt
- Sudan – Egypt
- Romania – Ukraine
- Caspian Sea
- Libya – Algeria
- Morocco – Western Sahara
- Senegal – Gambia
- Ghana – Cote d'Ivoire
- Gulf of Guinea
- Angola – Congo DRC
- Malawi - Tanzania

International arbitration cases – research on, or management of, research on commercial and/or political risk insurance cases including ones involving:

- Iran - United States Claims Tribunal – main oil sector cases
- Hungary–Slovakia hydro-electricity
- Turkey-Iran mobile phones
- Tajikistan aluminium
- Russia-Ukraine-Azerbaijan refineries
- Myanmar enhanced oil recovery
- Philippines – banana exports
- Egypt – LNG
- Algeria – engineering
- Chile – political risk insurance
- Eastern Europe - biofuels

LIST OF EXHIBITS

WITNESS STATEMENT OF CHARLES GURDON

- Exhibit CGG-1** National Archives website (Homepage; Why do I have to book my visit), 1 September 2020
<https://web.archive.org/web/20200901103345/https://www.nationalarchives.gov.uk/>
<https://web.archive.org/web/20200810113522/https://www.nationalarchives.gov.uk/about/visit-us/researching-here/why-do-i-have-to-book-my-visit/>
- Exhibit CGG-2** Eventbrite, Booking reading rooms for The National Archives, 15 December 2020
<https://www.eventbrite.co.uk/o/the-national-archives-reading-rooms-30999029815>
- Exhibit CGG-3** SOAS Library, Access to Special Collections, 15 December 2020
<https://www.soas.ac.uk/library/archives/services/access-to-special-collections.html>
- Exhibit CGG-4** Bodleian Libraries, Book a library time slot, 15 December 2020
<https://www.bodleian.ox.ac.uk/using/reading-rooms>
- Exhibit CGG-5** Bodleian Libraries, Weston Library reading room booking, 15 December 2020
<https://www.bodleian.ox.ac.uk/using/reading-rooms/weston-library-booking>
- Exhibit CGG-6** Royal Geographical Society, Visit the Foyle Reading Room, 15 December 2020
<https://www.rgs.org/about/our-collections/the-foyle-reading-room/>
- Exhibit CGG-7** National Library of Scotland, Library cards, 15 December 2020
<https://www.nls.uk/using-the-library/library-cards>
- Exhibit CGG-8** National Library of Scotland, Library services: Coronavirus (COVID-19), 15 December 2020
<https://www.nls.uk/service-disruption>

- Exhibit CGG-9** Energy Institute Library website, 15 December 2020
<https://knowledge.energyinst.org/services/library>
- Exhibit CGG-10** Library of Congress, For Researchers – Library of Congress
Announces Limited Access to an On-site Electronic Resource Center
for Researchers, 15 December 2020
<https://www.loc.gov/about/pandemic-information/for-researchers/>
- Exhibit CGG-11** British Library, Becoming a Reader, 30 August 2020
<https://web.archive.org/web/20200830165703/https://www.bl.uk/help/how-to-get-a-reader-pass>

Exhibit CGG-1

National Archives website (Homepage; Why do I have to book my visit), 1 September 2020

<https://web.archive.org/web/20200901103345/https://www.nationalarchives.gov.uk/>

<https://web.archive.org/web/20200810113522/https://www.nationalarchives.gov.uk/about/visit-us/researching-here/why-do-i-have-to-bookmy-visit/>

FREE DIGITAL DOWNLOADS Signed-in users can download digital records for free. Read about our fair use policy and why we are doing this (<https://web.archive.org/web/20200901103345/https://slack-redir.net/link?url=https%3A%2F%2Fwww.nationalarchives.gov.uk%2Fabout%2Fnews%2Fdigital-downloads%2F>).

Explore

1,000 years of history

Help with your research (</web/20200901103345/https://www.nationalarchives.gov.uk/help-with-your-research/#find-a-research-guide>)

Search the catalogue
(<https://web.archive.org/web/20200901103345/http://discovery.nationalarchives.gov.uk/>)

Find online collections (</web/20200901103345/https://www.nationalarchives.gov.uk/help-with-your-research/research-guides/?letter=&search=&research-category=online>)

The National Archives is open, offering a limited service.

All visits must be booked in advance – see our news story for details

(<https://web.archive.org/web/20200901103345/https://www.nationalarchives.gov.uk/about/news/coronavirus-update/>).

Feature

Online events

Browse our online talks and webinars and register for as many as you like

(<https://web.archive.org/web/20200901103345/https://www.nationalarchives.gov.uk/about/visit-us/whats-on/events/>)

Home (<https://www.nationalarchives.gov.uk/web/20200810113522/https://www.nationalarchives.gov.uk/>) > About us (<https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/>) > Visit us (<https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/>) > Researching here (<https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/>) > Why do I have to book my visit?

Why do I have to book my visit?

We are now offering a limited research service to visitors who need access to our collection of original documents for their research, and visits must be booked in advance. We are now able to provide access to our first floor document reading room and second floor map and large document reading room – you must specify which reading room you wish to use when you book.

A small number of consecutive two-day appointments in both reading rooms are now available for visitors wishing to research bulk document orders (between 20 and 40 documents from the same record series). Appointments are available for Tuesday/Wednesday and Thursday/Friday only.

Visits must be booked at least a week in advance, and will be made available two weeks before the date of the visit, on a rolling weekly basis every Monday morning at 10:00. Each booking is for one person only on a first come, first served basis – you will not be able to bring anyone with you, unless they book a visit themselves. Please be considerate of others when you book – we may cancel your booking if you exceed our reasonable limit of one booking per week, unless you have booked a two-day bulk order visit.

We will not permit anyone to enter the building who has not pre-booked a visit, so please do not travel if you have not been able to book as we will not be able to let you in.

We are able to offer a small number of camera stands for use in the reading rooms – these must also be booked in advance.

We will ask everyone booking a visit to agree to a new [coronavirus visitor charter](https://web.archive.org/web/20200810113522/https://www.nationalarchives.gov.uk/documents/coronavirus-visitor-charter.pdf) (<https://web.archive.org/web/20200810113522/https://www.nationalarchives.gov.uk/documents/coronavirus-visitor-charter.pdf>), aimed at encouraging all visitors to do their bit to help us ensure everyone's safety. Due to a [change in the law](https://web.archive.org/web/20200810113522/https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own#when-to-wear-a-face-covering) (<https://web.archive.org/web/20200810113522/https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own#when-to-wear-a-face-covering>), all visitors are now required to wear face coverings during their visit.

Please note that we are currently unable to provide many of our usual reading room services, including access to microfilm and microfiche, research advice, copying and access to our computers.

Book a visit

- [Book now for Tuesday 25 August](https://web.archive.org/web/20200810113522/https://www.eventbrite.co.uk/e/the-national-archives-reading-room-visit-tickets-116322159711) (<https://web.archive.org/web/20200810113522/https://www.eventbrite.co.uk/e/the-national-archives-reading-room-visit-tickets-116322159711>).
- [Book now for Wednesday 26 August](https://web.archive.org/web/20200810113522/https://www.eventbrite.co.uk/e/the-national-archives-reading-room-visit-tickets-116322376359) (<https://web.archive.org/web/20200810113522/https://www.eventbrite.co.uk/e/the-national-archives-reading-room-visit-tickets-116322376359>).

Exhibit CGG-1

- [Book now for Thursday 27 August \(https://web.archive.org/web/20200810113522/https://www.eventbrite.co.uk/e/the-national-archives-reading-room-visit-tickets-116322456599\)](https://web.archive.org/web/20200810113522/https://www.eventbrite.co.uk/e/the-national-archives-reading-room-visit-tickets-116322456599)
- [Book now for Friday 28 August \(https://web.archive.org/web/20200810113522/https://www.eventbrite.co.uk/e/the-national-archives-reading-room-visit-tickets-116322402437\)](https://web.archive.org/web/20200810113522/https://www.eventbrite.co.uk/e/the-national-archives-reading-room-visit-tickets-116322402437)

We will release bookings for the following week next Monday morning.

Also in Researching here

(<https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/>)

- [What can I expect when I visit? \(https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/what-can-i-expect-when-i-visit/\)](https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/what-can-i-expect-when-i-visit/)
- [Do I need a reader's ticket? \(https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/do-i-need-a-readers-ticket/\)](https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/do-i-need-a-readers-ticket/)
- [What can I take into the reading rooms? \(https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/can-take-reading-rooms/\)](https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/can-take-reading-rooms/)
- [Handling documents \(https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/handling-documents/\)](https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/handling-documents/)
- [New to using archives? \(https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/new-to-using-archives/\)](https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/new-to-using-archives/)
- [What records we hold \(https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/what-records-we-hold/\)](https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/what-records-we-hold/)
- [What to expect when researching \(https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/what-to-expect-when-researching/\)](https://web.archive.org/web/20200810113522/http://www.nationalarchives.gov.uk/about/visit-us/researching-here/what-to-expect-when-researching/)

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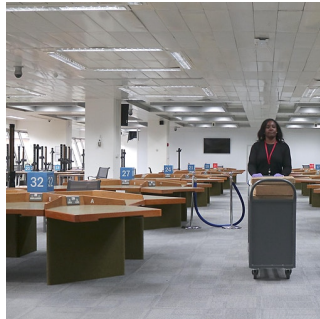
Exhibit CGG-2

Eventbrite, Booking reading rooms for The National Archives,

15 December 2020

[https://www.eventbrite.co.uk/o/the-national-archives-reading-rooms-](https://www.eventbrite.co.uk/o/the-national-archives-reading-rooms-30999029815)

30999029815



The National Archives: Reading Rooms

Following the announcement that London will move to Tier 3: Very High alert level from 16 December, we are happy to confirm that we are able to keep our reading rooms open for pre-booked visitors.

We release bookings on a weekly basis, on Mondays at 12:00 (midday).

Book a reading room visit to access our collection of original documents. Visits must be booked in advance.

Below, you can choose whether to book a visit with either a **standard advance document order** (up to 12 documents plus three reserves)

or

bulk advance document order (if you want to see 20-40 documents all from the same series).

If you can't see any availability for your chosen date or booking type, it might be worth trying again over the next day or two - sometimes people cancel their bookings, so it's possible that you might still be able to book a seat.

After you book a visit, you will receive an email asking you to complete your booking reservation by completing a document order form within 48 hours - you will need a reader's ticket (if you don't have one you can [register for one](#)) and your document references at this stage.

Standby tickets may become available at short notice.

Visit our website for more information: <https://www.nationalarchives.gov.uk/about/visit-us/>

Exhibit CGG-3

SOAS Library, Access to Special Collections, 15 December 2020

[https://www.soas.ac.uk/library/archives/services/access-to-specialcollections.](https://www.soas.ac.uk/library/archives/services/access-to-specialcollections.html)

html

SOAS Library

Access to Special Collections

Last updated: 25 September 2020

The Special Collections Reading Room is now open to SOAS students and staff only. Access will be provided in the Main Reading Room, Library Level D.

To allow for social distancing, the number of people using the Reading Room will be temporarily restricted, and places must be booked in advance. Users must also preorder all material they wish to consult during their visit.

The health and safety of users and staff remains our priority. We have made some changes to our Special Collections Reading Room opening hours and procedures in light of Covid-19, so even if you've visited us before, please read the guidance below explaining what you can expect from your visit.

We are keeping the service under review and are planning to extend it to all of our users when it is possible to do so. Please visit this page for updates.

Access

The Special Collections Reading Room is currently open to SOAS students and staff only.

All bookings are temporarily by appointment only.

We hope to be able to open the service to external visitors as soon as this is possible. Please check this page for future updates.

Opening hours

The Special Collections Reading Room is currently open for the following pre-booked appointment slots:

- > Wednesdays: 10:30am to 15:30pm
- > Fridays: 10:30am to 15:30pm

Exhibit CGG-3

The Reading Room will be closed for an hour lunch break each day (12:30 - 13:30) to allow for the space to be cleaned.

Location

The Special Collections Reading Room is temporarily located in the Main Reading Room, Library Level D.

Bookings

All bookings are by appointment only. We ask that you provide at least 72 hours notice of your requested appointment slot(s). This allows us to confirm the material you wish to view is available before you travel.

Please contact special.collections@soas.ac.uk to request an appointment and to place an order for material.

Please provide:

- › Visit date(s) requested
- › Classmark(s) or reference(s) for the material you wish to consult

Special Collections staff will do their best to accommodate your request. We may need to offer you a later appointment slot if the Reading Room is fully booked on your preferred day or the material you have requested is currently undergoing a quarantine period..

Please note: Unfortunately, we are not able to permit anyone to use the Reading Room who has not pre-booked a visit, so please do not travel if you have not received a booking confirmation email from Special Collections.

Material available

You may order up to three rare books, manuscripts or boxes of archival material per visit.

We will confirm in your booking confirmation email whether the items you have requested are available for consultation. We reserve to the right to make less than three items available during busy periods.

Please note: The following material-types are temporarily not available for consultation.

- › Microfiche
- › Fragile material (e.g. glass lantern slides)
- › Oversize items (e.g. large maps and plans)
- › Artefacts
- › Items used within 72 hours by another user that are in quarantine on the date of the appointment

Temporary Reading Room Procedures

We have made some changes to our standard Reading Room procedures in light of the current Coronavirus pandemic. We kindly ask that all users behave responsibly and respect the measures that we have put in place.

These include:

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- › Face coverings are to be used in the Library and Reading Room at all times.
- › Hand sanitizer will be available immediately outside the Reading Room. We will ask you to use these facilities before using the space. However, please ensure that your hands are fully dry before using Special Collections material.
- › Please bring your own pencils or laptop for making any notes.
- › You will be asked to place any bags and coats in the designated space in the Reading Room. Please note secure lockers are currently unavailable. We therefore advise users to only bring essential items with them during their visit.
- › Pencil sharpeners, light boxes, magnifying glasses will temporarily not be made available. Book cushions and weights will still be provided where necessary.
- › Paper finding aids and Library OPAC catalogue computers will temporarily not be available.

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Study at SOAS Blog

SOAS University of London 10 Thornhaugh Street, Russell Square, London WC1H 0XG
Tel: +44 (0)20 7637 2388

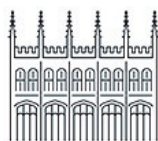
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Exhibit CGG-4

Bodleian Libraries, Book a library time slot, 15 December 2020

<https://www.bodleian.ox.ac.uk/using/reading-rooms>

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(PDF)[Home](#) » [Using our libraries](#) » Book a library time slot

Book a library time slot

22 of our libraries are now open to students, staff and Bodleian Reader Card holders.

To help us keep you safe, and make sure we follow government and University guidelines, you'll need to **book your visit in advance**.

Page last updated: 3 December 2020

Booking a time slot

The majority of our libraries are now open and are [available for booking](#). As we open up the few remaining libraries, we will update this page and announce changes on [our Twitter feed](#).

Bookings can be made up to a **week in advance** and will **close at 8am** the day of your chosen time slot.

Book a time slot - use the Space Finder tool to search for a library, view available time slots and make a booking.

After making your booking, we will send you a confirmation email containing important information about the new safety arrangements within our buildings.

If you have not booked in advance, unfortunately you'll likely be turned away.

Check your library's [opening times](#).

Cancelling your booking

If you are no longer able to attend the library, please cancel by clicking the 'cancel your booking' link in your confirmation email to send an automated response.

We are currently experiencing a high demand for study spaces, therefore please:

- book with other readers in mind;
- check all relevant libraries for available dates;
- check the evening before your desired slot for cancellations; and
- cancel your booking if you no longer need it.

The following libraries are exemptions

Normal booking process but open to University members only:

- English Faculty Library
- Philosophy and Theology Faculties Library

Different booking process:

- Bodleian K B Chen China Centre Library - email: ccl@bodleian.ox.ac.uk
- Music Faculty Library - email: music.library@bodleian.ox.ac.uk
- Sainsbury Library at the Saïd Business School - open to SBS members only - email: library@sbs.ox.ac.uk

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Alumni

SOLO

SensusAccess

Loan returns

- Weston Library - email: specialcollections.bookings@bodleian.ox.ac.uk and read the [booking guidance](#) before contacting the team
- Tylor Library - priority access to School of Anthropology and Museum Ethnography members. Readers outside of the School please email: helen.worrell@bodleian.ox.ac.uk

Not yet reopened:

- Bodleian Healthcare Libraries: Knowledge Centre

If your library is not scheduled to reopen yet, you can still make use of our [remote and digital services](#).

Who is eligible to use the libraries?

University students, staff and Bodleian Reader Card holders (with a valid card) are able to book a time slot to study in the libraries.

Bodleian Reader Card holders should [contact our Admissions office about renewing their card](#) if needed.

What collections are available?

You will be able to access:

- Our open shelf collections
- Non-print legal deposit material via our library computers; these must be booked in advance
- [Special Collections at the Weston Library](#)
- Closed stack deliveries from the Book Storage Facility (BSF)

Closed stack deliveries from the Book Storage Facility (BSF) have resumed for most libraries. To make use of this resource, check SOLO for availability in your chosen library, ensuring you have booked a seat in the reading room beforehand. Alternatively, use our free [scan and deliver service](#).

Library PCs

If you would like to use a library computer during your visit, you will need to book this in advance.

You will be able to do this using the same process as [booking a study space](#).

Accessibility

The access provision varies across our libraries.

If you have any access needs, please email reader.services@bodleian.ox.ac.uk before making your booking so that we can let you know what we can offer.

We will then ask you to include your request in the 'Other Information' box when you [book your study space online](#).

Time limits on study spaces

There will be time limits for study spaces in some libraries. These will be announced by [individual libraries](#) as they reopen.

What to expect during your library visit

What to bring with you

- Your University or (valid) Bodleian Reader Card in order to enter the library;
- Proof of your booking (eg a screenshot or print out of your confirmation email);
- A face covering. Unless you are [exempt under the government guidelines](#), we will turn you away if you don't have a face covering.
 - Surgical masks are mandatory in the [Bodleian Health Care Libraries](#) situated inside hospitals.

Standard rules and regulations remain around items permitted in the libraries such as bags and KeepCups, unless otherwise stated.

When you arrive

Exhibit CGG-4

This site uses cookies to support some

- You'll need to use the sanitiser provided to clean your hands when you enter the library building;
- Floor markings and signage will indicate where you should enter and exit the library;
- Some libraries may have one-way systems, which will also be signed;
- If there is a queue to enter the library, please follow the markings on the floor and observe social distancing by remaining two metres behind the person in front;
- Give your name to the member of staff on duty and present your University or Bodleian Library card.

During your visit

To keep staff and other library users safe, we ask that you:

- Wear a face covering at all times in the library, unless you are [exempt under the government guidelines](#);
 - If you need a member of staff to remove their face covering to talk to you please ask. We will be happy to help
 - there may be specific exemptions for certain group study or seminar rooms - details will be provided outside individual rooms
 - do not put your face covering down on desktops or shared surfaces
- Wash or sanitise your hands at regular intervals, including when handling books and collections.

You are welcome to come and go within your time slot, just remember you'll need to queue up again, present your University or Bodleian Library card and sanitise your hands when you come back in the building. At the end of your time slot, you may be asked to leave so we can clean the desks before the next session.

Some areas within the library may remain closed to readers, including cafes and common rooms.

Library specific guidance

Check specific guidance for individual libraries on their [library websites](#).

Alternative ways to access library resources

[Borrow](#) - we have a number of different borrowing options without needing to book a desk space.

[Remote access](#) - if you can't visit our libraries in person, you can still access a wide range of services and resources remotely.

Help

If you have further questions or need any help, please contact the individual library or email reader.services@bodleian.ox.ac.uk.

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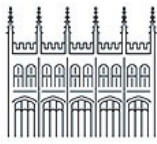
[Contact us](#)

Exhibit CGG-5

Bodleian Libraries, Weston Library reading room booking,

15 December 2020

[https://www.bodleian.ox.ac.uk/using/reading-rooms/
weston-librarybooking](https://www.bodleian.ox.ac.uk/using/reading-rooms/weston-librarybooking)



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Weston Library reading room booking

The Weston Library Reading Rooms is operating a booking system for study spaces to ensure the safety of our staff and readers.

Before booking your study space

Before booking your place in the Weston Library Reading Rooms, please email specialcollections.bookings@bodleian.ox.ac.uk with the shelfmarks of the items you would like to see.

This will allow us to check whether the items you wish to see are available for consultation.

Items will need to be ordered at least two working days prior to your visit. The number of items will be limited to five per person.

Once your items are confirmed, you will be asked to book your study space for your preferred day.

Booking guidance

- The number of spaces is currently very limited, please only book a study space if you wish to consult Special Collections items.
- On-the-day fetching will not be possible, all items will need to be ordered in advance.
- Pages from open-shelf books in the Weston are available for scanning as part of the LibraryScan service.
- Please consider making use of our free mediated copying service instead of booking a place in the reading rooms, particularly if you intend to visit primarily to photograph Special Collections items.

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Address

Bodleian Libraries
Broad Street
Oxford
OX1 3BG



Exhibit CGG-6

Royal Geographical Society, Visit the Foyle Reading Room,

15 December 2020

<https://www.rgs.org/about/our-collections/the-foyle-reading-room/>

Society closed to visitors

Due to the ongoing COVID-19 pandemic and advice from government on social distancing and working from home, **the Foyle Reading Room is closed to visitors, including Fellows and members**, and will likely remain so until **January 2021**.

Society staff are working remotely and are contactable by telephone or email as usual. The Collections team have access to our digital archive and can help with many enquiries via [email](#).

Opening hours - Currently closed

- 10.00am-5.00pm, Monday to Friday
- Plus 5.00pm-6.30pm for Society Fellows and members before Monday night lectures
- Closed public holidays

Access

Anyone over 16 can register as a reader in the Foyle Reading Room and use the Collections (11-16 year olds by arrangement). To register as a reader, please bring your Society membership card. Non-members should bring their photo driving licence or passport, and a recent utility bill. If you wish to register as an educational user, please also bring your student/staff card (library cards are not accepted).

The Foyle Reading Room is accessible to wheelchairs and has free WiFi.

Planning your visit

If there are specific items that you wish to consult during your visit, please contact the enquiries desk by email enquiries@rgs.org or telephone +44 (0)20 7591 3044, to arrange for materials to be retrieved in advance of your visit.

Charges

Use of the Foyle Reading Room is free for Society Fellows and members, and those in formal education (proof of educational status required). Other charges:

- £10 per day for members of the public
- Rates for commercial access on application
- Free staff support for initial enquiries



- A charging policy covers detailed one-to-one help and research
- Access to all the catalogues is free

Security

Lockers are provided for items which cannot be brought into the Foyle Reading Room, such as pens, coats and bags. A £1 coin is required as a deposit. Cameras and other forms of copying equipment are not allowed. Readers are photographed on registration.

Services

- Photocopying for private, educational and research use is available at the discretion of the Principal Librarian
- Copying for commercial use can be arranged through the Picture Library
- Free WiFi is available in the Foyle Reading Room
- Web access is provided to a series of research-related sites
- You can reserve items in advance of your visit by email, phone or post.
- Visitors are also welcome to make use of the Members' Room upstairs. Our staff can show you where this is located.

Occasionally, materials can only be requested by prior appointment; please contact us for further details.



Address

Royal Geographical Society
(with the Institute of British Geographers),
1 Kensington Gore,
London, SW7 2AR

Please note that we are currently only receiving post once a week. If possible, please [phone](#) or [email us instead](#).

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E enquiries@rgs.org

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National Library of Scotland, Library Cards 15 December 2020

<https://www.nls.uk/using-the-library/library-cards>

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Please note:

- We have reopened Readers' Registration in the George IV Bridge building to new and existing readers who arrive for their pre-booked reading room session
- We are issuing cards to new readers, and renewing or replacing cards for existing card holders
- We are only issuing cards on the day of your pre-booked visit, to minimise the number of people in the building at any one time
- To maintain social distancing, we are unable to issue new readers with library cards in the [Maps Reading Room](#) at present. We will issue a temporary pass when you arrive for your first pre-booked Maps Reading Room session
- Remember to bring [evidence of identity](#) with you.

For information about booking a session, preordering material, and health and safety measures, visit the [reopening page](#).

Anyone can join the National Library of Scotland.

Exhibit CGG-7

You need a library card for admission to our [reading rooms in Edinburgh](#). You do not need a card to visit us at [Kelvin Hall in Glasgow](#).

A library card is valid for three years.

On this page

- [Join in person](#)
 - [Pre-register online](#)
 - [Renewing your card](#)
 - [Lost cards](#)
 - [Change of address](#)
 - [Terms and conditions of use](#)
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-

Join in person

You can join the Library in person and obtain your library card at Readers' Registration in the [George IV Bridge building](#) or at the [Maps Reading Room](#). Please bring [evidence of identity and address](#) with you to allow us to issue your card.

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Pre-register online

You can [pre-register online](#) to begin the process to get your library card. This will shorten the time it will take to issue your library card on your first visit. See our ['How to join' guide](#).

Once you have pre-registered, you will receive a library card number and you can:

- Order Library material in advance of your visit through [Library Search](#)
- [Access many of our eResources](#) including digitised books, newspapers and more (requires residence in Scotland)

After pre-registering, you need to visit us to collect your library card. Please bring [evidence of identity and address](#) with you to Readers' Registration in the George IV Bridge Building.

[top](#)

Renewing your card

If your card has expired you can [renew it online](#). To receive a new card you will need to bring [proof of identity and address](#) to Readers' Registration.

Lost cards

We can replace your library card if you lose it. There is a £5.00 for a replacement but we do not charge if your card has been stolen or if you change your name.

If your card is stolen, you should report the theft to the police and then provide us with a police report form or a crime number.

Change of address

If you have a library card, please tell us of any change of address and provide proof of this change – for example, a driving licence.

Your existing card will remain valid, but we will amend our records to show your new address.

Terms and conditions of use

Please read the Library's [terms and conditions](#), which cover use of the reading rooms and your membership details.

Note that the National Library is **not a lending library**. You have to consult our material in the reading rooms or, where available, online.

Undergraduate and college students

Undergraduates and college students are welcome to use the Library: see our [guide on resources for students](#).

Children under 16 and school students

Please see our [access requirements for children under 16 and school students](#).

[Using the Library](#)



See also

- [Induction sessions for new readers](#)
- [Workshops and tours](#)
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Exhibit CGG-8

National Library of Scotland, Library services: Coronavirus (COVID-19), 15 December 2020

<https://www.nls.uk/service-disruption>



- [Reopening the Library](#) – what you need to know

Update: 9 December 2020

Following the decision by Glasgow Life to extend the closure of the Kelvin Hall building due to Covid-19 restrictions, the National Library of Scotland at Kelvin Hall will remain closed until January.

Until then, you can watch films through the [Moving Image Archive online catalogue](#), or [ask us a question online](#).

Update: 17 November

Following today's announcement by the First Minister on Covid-19 restrictions, the National Library at Kelvin Hall will close to the public at 16.00 on Friday 20 November until restrictions are lifted.

In the meantime, you can access our [digital resources](#) and [online workshops and events](#).

Update: 22 September

Exhibit CGG-8

We have reopened the National Library at Kelvin Hall in Glasgow.

You can now visit between 10.00-16.00, Tuesdays to Saturdays, to consult digital resources and part of the Moving Image Archive collection.

We have health and safety measures in place, including social distancing, and you must wear a face covering unless you are exempt under Scottish Government guidelines.

Find out more on the [Kelvin Hall](#) page.

Update: 17 September

The National Library at Kelvin Hall will reopen on Tuesday 22 September.

Opening hours will be 10.00-16.00, Tuesdays to Saturdays.

Health and safety measures will be in place, in line with Scottish Government guidelines, to protect visitors and Library staff.

Visitors will be able to consult our digital collections and use electronic resources, and view films from the [Moving Image Archive](#) that have been digitised. Moving image material that is not already in digital form will not be available in the meantime, and there will be other restrictions on our normal service.

See the [Kelvin Hall](#) page for full details.

Update: 1 September

We have now reopened Readers' Registration in the George IV Bridge building for those who have pre-booked their visit to the reading rooms:

- We are issuing new readers with their library card
- Existing card holders can renew their card or replace a lost card.

To minimise the number of people in the building at any one time, we are only issuing cards when people arrive for their pre-booked session.

To maintain social distancing, we are unable to issue new readers with library cards in the [Maps Reading Room](#) at present. We will issue a temporary pass when you arrive for your first pre-booked Maps Reading Room session.

See the [reopening page](#) for booking, preordering and health and safety information.

Update: 20 August

New members of the Library can now pre-book a visit to the Edinburgh reading rooms.

Those who have joined the Library online can book:

- One session a week for either the General Reading Room or the Special Collections Reading Room in the George IV Bridge building
- Two sessions a week for the Maps Reading Room at Causewayside.

They must preorder the items they wish to consult at least 24 hours before their arrival, and bring evidence of identity with them on their first visit.

To maintain social distancing and minimise the number of people in the buildings, we are not issuing library cards at present.

We will issue new members with a temporary pass in the meantime.

See the [reopening page](#) for booking, preordering and health and safety information.

Update: 11 August

Our Edinburgh reading rooms are open from today to existing library card holders who pre-booked their visit.

See the [reopening page](#) for information about:

- Visiting the George IV Bridge reading rooms
- Visiting the Maps Read Room
- Health and safety measures, including contact tracing and face coverings
- Other services, such as events, Kelvin Hall and joining the Library.

We continue to follow the [Scottish Government's route map for reopening services](#) following the COVID-19 lockdown.

Update: 7 August

Exhibit CGG-8

The Scottish Government has announced that, from Saturday 8 August, people in libraries and public reading rooms must wear a face covering.

We have updated our [reopening page](#) with this new information.

We have also produced a short video guide showing what to expect if you are planning to visit the reading rooms in the George IV Bridge building after we reopen on Tuesday 11 August.

Update: 28 July

We are planning to open our reading rooms in Edinburgh to existing library card holders on a pre-booked basis from Tuesday 11 August.

This is in line with the [Scottish Government's route map for reopening services](#) following the COVID-19 lockdown.

As the safety of visitors and staff is our main concern, we will be offering a limited service in the first phase of our reopening.

Equally, if the situation changes beyond our control, we will of course delay reopening in line with the latest government advice.

We anticipate that the Library at Kelvin Hall in Glasgow will reopen on 15 September.

Visit our [reopening information page](#) for details.

Update: 14 July

We are working towards a reopening date of Tuesday 11 August, where we will provide a limited reading room service at our George IV Bridge and Causewayside buildings in Edinburgh.

This decision is in line with the Scottish Government's advice on 21 May, when they published [Coronavirus \(Covid-19\) framework for decision making – Scotland's route map through and out of the crisis](#).

Your safety, and that of our staff, is paramount in all of our decision-making and planning, and we will only reopen when we're confident the appropriate hygiene and physical distancing measures are in place in line with Scottish Government advice.

Access to our facility at [Kelvin Hall](#) in Glasgow will follow later, and we anticipate this will be mid-September.

More information will be published on our website within the next few weeks, detailing safety

Exhibit CGG-8

measures in place, opening hours, booking systems for access to our reading rooms, as well as general guidelines for visitors.

We are really looking forward to welcoming you back to our reading rooms. In the meantime, we encourage you to check out the wealth of [digital resources](#) we have available, as well as our [online workshops and events](#).

Our librarians are still here to help. You can [ask a question online](#) using our enquiry form or via Library Chat. Chat is available 10.00-16.00, Mondays to Fridays.

The map download service from the [map images website](#) is operating as normal, with orders being processed within five working days.

We are only offering only the jpeg download service at present: we are unable to provide print or photocopying services. See the [digital imaging](#) page for jpeg download details.

Statement: 24 June

Following advice from the UK and Scottish Governments on limiting social contact, we have closed all our buildings to the public – George IV Bridge and Causewayside in Edinburgh, and the National Library at Kelvin Hall in Glasgow – until further notice.

We hope this will contribute to the effort to slow the spread of the coronavirus (COVID-19).

This means we have also cancelled all events planned to take place in Library buildings for the foreseeable future. However, we are running some online events – you can find details on our [events pages](#).

As our reading rooms are closed, Library members are now unable to order physical items from [Library Search](#).

However, we encourage you to explore the wealth of [digital resources](#) available for research, learning, entertainment or creative reuse.

Our librarians are still here to help. You can [ask a question online](#) using our enquiry form or via Library Chat. Chat is available 10.00-16.00, Mondays to Fridays.

The map download service from the [map images website](#) is operating as normal, with orders being processed within five working days.

We are only offering only the jpeg download service at present: we are unable to provide print or photocopying services. See the [digital imaging](#) page for jpeg download details.

We will continue to monitor Government advice, and when the situation improves, we will provide updates on our website and associated social media channels.

For more information about coronavirus in Scotland, please visit the [Scottish Government](#)

[website](#).

Exhibit CGG-8

[Home](#) | [Using the Library](#)

[Book for George IV Bridge reading rooms via Eventbrite](#)

See also: [What you need to know before you book](#)

[Book for the Maps Reading Room](#)

See also: [What you need to know before you book](#)

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Exhibit CGG-9

Energy Institute Library website, 15 December 2020

<https://knowledge.energyinst.org/services/library>



» Log In

[Sign Up](#) [Forgotten your password?](#)

Email address

Password

Collections

[Aviation fuel](#)
[Climate change act](#)
[Contacts](#)
[Energy insights](#)
[Energy management](#)
[Future of gas](#)
[Hydrogen](#)
[Offshore wind](#)
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 **Info!**

UPDATED 1 Sept: *The EI library in London is temporarily closed to the public, as a precautionary measure in light of the ongoing COVID-19 situation. The Knowledge Service will still be answering email queries via [email](#), or via live chats during working hours (09:15-17:00 GMT).*

Our e-library is always open for members here: [eLibrary](#), for full-text access to over 200 e-books and millions of articles. Thank you for your patience.

[Home](#) » [Services](#) » [London library](#)

Library - CLOSED UNTIL FURTHER NOTICE

The EI Library, located in central London, holds an extensive collection of material on the energy industries ranging from oil exploration to petrol retailing, nuclear energy to renewables, technical to business and dating from the mid-19th century to the present day.

We collect and curate books, refereed journals, government reports, company information, thought leadership pieces, conference proceedings, directories, statistical publications and textbooks. All of our material is onsite so can be accessed on the day you visit.

Exhibit CGG-9

To browse our collection use the [Energy Matrix](#), one of our [Collections](#), or the search box above.

Location

Energy Institute, 61 New Cavendish Street, London, W1G 7AR

Opening hours

9.15 am - 5.00 pm (UK time), Monday to Friday, except Bank Holidays.

All visitors are welcome to the library for free Library facilities include :

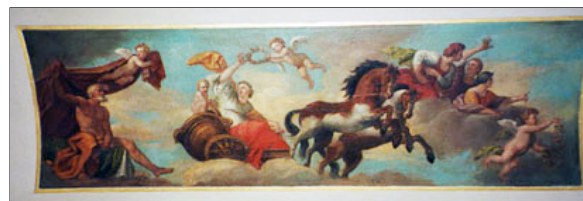
- Borrowing items, requesting items, photocopying and inter-library loans
- Research and work spaces
- WiFi access and visitor's computers
- Access to our collection of [periodicals](#)
- Photocopying, printing and scanning facilities

See our [FAQs section](#) for details of our fees and charges

Requesting items

If we do not hold an item we can try and borrow it for you from another library, or we may consider purchasing it. Please e-mail lis@energyinst.org giving as much information as possible on the item.

Another great reason to visit the library is to see our amazing painted ceiling dating from 1777, complete with chariot and mythical beasts...



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[Go straight to our publications site](#)

[Go straight to Hearts and Minds](#)

[Go straight to our main site](#)



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[View on Twitter](#)

Exhibit CGG-10

Library of Congress, For Researchers – Library of Congress
Announces Limited Access to an On-site Electronic Resource Center
for Researchers, 15 December 2020

<https://www.loc.gov/about/pandemic-information/for-researchers/>

For Researchers

Library of Congress Announces Limited Access to an On-site Electronic Resource Center for Researchers

Holiday schedule

The ERC will operate on a modified schedule during the holidays celebrated in November and December.

- **During the week of November 23-27**, the ERC will be open for on-site appointments Monday-Wednesday from 9:30 am-4:30 pm and will be closed on Thursday (Thanksgiving Day) and Friday. Researchers may reach the ERC scheduling phone line on Friday, November 27, even though the on-site facility will be closed.
- **During the week of December 21-25**, the ERC will be open for on-site appointments Monday-Wednesday from 9:30 am-4:30 pm and will be closed on Thursday (Christmas Eve) and Friday (Christmas Day).
- **During the week of December 28 – January 1**, the ERC will be open for on-site appointments Monday-Wednesday from 9:30 am-4:30 pm and will be closed on Thursday (New Year's Eve) and Friday (New Year's Day).

Due to the COVID-19 coronavirus, **Library of Congress buildings and facilities are closed to the public** and researchers with reader identification cards. Reading rooms and printed materials remain unavailable at this time.

However, beginning Monday, September 28, the Library will provide limited access **by appointment only** for researchers to access rights restricted digital content and other licensed [electronic resources](#) on-site. The Library is making these resources available in a temporary Electronic Resources Center.

To confirm an appointment, researchers **MUST call (202) 707-3399**. A librarian will answer each call to assign an appointment date and time, discuss available electronic resources on-site, and provide research guidance.

Confirmed appointments at fixed times of day are required before coming on-site. The temporary Electronic Resources Center is in the Library's Madison Building, across the street from the main Jefferson Building.

Exhibit CGG-10

Each appointment is limited to appointment times on the hour, and appointments will be for 1 hour and 45 minutes.

Additional research outside of the Electronic Resources Center is not available until the Library fully opens. Due to physical spacing requirements, only one unaccompanied person will be authorized for each appointment. There are 10 spaces available in the center.

- **Wear a mask:** Everyone must wear a barrier mask or cloth face covering that fully covers the nose and mouth when arriving at Library buildings and inside the Library, including bathrooms.
- **Follow social distancing policies:** Pay attention to posted signs throughout the corridor leading to the Electronic Resources Center to ensure physical distancing and other health precautions.
- **Comply with all health procedures:** At the time an appointment is made, health screening information will be provided before entering.

Disposable keyboard and mouse covers and cleaning wipes will be provided to researchers at the start of each session. To ensure public safety, the Library has increased cleaning of public spaces and restrooms. In addition, hand sanitizer stations have been installed, and are available in the hallway near this limited research workspace.

Researchers coming to the Library from areas outside of the Washington, DC metro area must follow [Washington, D.C.'s Phase 2](#) requirements, including a 14 day self-quarantine for travelers arriving from high-risk states. Out-of-area researchers should also review [the Centers for Disease Control and Prevention's travel guidance](#).

The final decision on providing researchers access to the Library will be made by Friday, September 25, 2020, and the scheduled start may change based on local area and on-site conditions.

Researchers requiring an ADA accommodation for their visit must make a request at least five days before their planned appointment by contacting ADA@loc.gov or (202) 707-6024.

Researchers can also continue to access many Library resources remotely through [loc.gov](#), [Ask a Librarian](#) and [Congress.gov](#).

This page will be updated when there is new information for researchers and access to reading rooms is available.

Exhibit CGG-11

British Library, Becoming a Reader, 30 August 2020

[https://web.archive.org/web/20200830165703/https://www.bl.uk/help
/how-to-get-a-reader-pass](https://web.archive.org/web/20200830165703/https://www.bl.uk/help/how-to-get-a-reader-pass)

By using this site, you agree we can set and use cookies. [OK](#) For more details of these cookies and how to disable them, [see our cookie policy](#) [<https://web.archive.org/web/20200830165533/http://www.bl.uk/aboutus/terms/privacy/websites/cookies/>].



Help

Becoming a Reader



Desks in a British Library reading room.

We're gradually reopening our spaces and services to keep everyone safe.

Readers will need to pre-book desks and collection items. Find out more about [returning to the Library to research here safely](#) [<https://web/20200830165703/https://www.bl.uk/visit/reading-rooms/>].

We're reopening Reader Registration gradually to keep everyone safe in the space. Because of limited capacity, we'll just be renewing expired passes and will not be able to issue new Reader passes for the moment. We're working hard to increase capacity as quickly and as safely as possible so we'll let you know as soon as this changes.

At first we will be renewing Readers who are currently unable to return to the Library, or whose Online Account extensions are near expiry. Find out more about [renewing your Reader Pass](#)

[\[web/20200830165703/https://www.bl.uk/help/how-to-extend-or-renew-your-reader-pass\]](https://web.archive.org/web/20200830165703/https://www.bl.uk/help/how-to-extend-or-renew-your-reader-pass) .

We're continuing to offer as many online services

[\[https://web.archive.org/web/20200830165703/https://www.bl.uk/news/2020/march/access-to-the-british-library-during-temporary-closure\]](https://web.archive.org/web/20200830165703/https://www.bl.uk/news/2020/march/access-to-the-british-library-during-temporary-closure) as we can so that the British Library remains open to everyone, wherever you are in the world.

Extend your online account

We've made some changes so Readers can extend their online account once their Reader pass has expired, to keep accessing our available e-resources and pre-order items to view in the Reading Rooms.

You can now extend your online account **for six months** by logging into your Online Account [\[https://web.archive.org/web/20200830165703/https://newmyaccount.bl.uk/\]](https://web.archive.org/web/20200830165703/https://newmyaccount.bl.uk/) using your username and password.

- Once you've logged in:
- Select **My Services**
- Under **Reader Registration**, choose **Edit options**

Select **Extend**

If you need any assistance please contact our Customer Services team at customer-services@bl.uk [\[customer-services@bl.uk\]](mailto:customer-services@bl.uk) .

