

CUS-5

HEALTH AND SAFETY

Policy Statement:

It is the responsibility of Manhattan Public Library to maintain a healthy and clean environment for all Library users and to protect the investment in Library collections, equipment, furniture, and property. In order to fulfill this responsibility, the Library may restrict a user's ability to borrow materials and/or visit Library facilities when such use may jeopardize the health and cleanliness of Library facilities, collections, and users.

Regulations:

1. Any materials returned by a patron that show evidence of live or dead bed bugs will result in immediate suspension of Library privileges for that patron and for any patrons in the same residence. Suspension will be lifted after the patron presents proof that their residence has been successfully treated for and eradicated of bed bugs by a licensed and accredited pest control company.
2. The ability to check out Library materials may be suspended due to evidence that items on loan to a patron may have been returned with other insects that are known to easily spread or damage material or that can result in infestations in Library facilities, such as roaches, fleas, silverfish, etc.
3. A patron may be suspended from Library facilities due to:
 - a. Patrons or patron possessions with fleas, lice, or bed bugs
 - b. Patrons with clothing that is stained with or has the odor of urine, feces, blood, or vomit.
4. Should it become necessary to suspend the Library privileges of a patron, notification of the suspension will be made to the patron. A patron may request re-evaluation after appropriate correction has taken place. Proof of treatment or correction of the problem may be required to have privileges reinstated.
5. If a patron discovers pests, or evidence of pests in library material, they should do the following:
 - a. If the material is in the library, leave it where it is and inform a library staff member.
 - b. If the material is not in the library, the items should immediately be put into a sealable plastic bag and sealed. Return the bagged items directly to library staff and inform them of the issue. Do not return the material in a book drop.

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6. Patrons are prohibited from self-treating Library materials. Patrons will be held responsible for any damages sustained to Library materials during an attempt at self-treatment.
7. The Library will take action to prevent the spread of pests through:
 - a. Monthly pest treatment
 - b. Staff training on inspecting incoming materials
 - c. Plans to effectively manage any exposures that occur.