



THE LIBRARY

BERKELEY, CALIFORNIA 94720-6000

WARNING Letter

Date:

Name:

I am writing to notify you that continued behavior in violation of Library Policy at the University of California, Berkeley (“UCB”) Library, will result in suspension of your library access and use privileges at all UCB Libraries (including Doe Library, Moffitt Library, FSM Café, East Asian Library, Bancroft Library, and all UCB subject specialty libraries) for one year. At the end of one year, your library access and use privileges may be reinstated as a probationary user. As a probationary user, your further violation of any University policy or California law may result in your being permanently banned from the UCB Library.

The UCB Library seeks to provide all users with:

- A welcoming, comfortable, and safe environment that promotes intellectual exploration and learning
- Access to well managed and diverse collections of library resources
- Knowledgeable and helpful staff

Ensuring a pleasant and productive environment for study and research for all users requires that each user of the Library follow the UCB Library Code of Conduct and refrain from specific abuses/offenses.

Suspension of your library privileges may result from your violation of the UCB Library Code of Conduct (available on our website at <http://www.lib.berkeley.edu/about/code-of-conduct>), including the following section:

The Library has an obligation to maintain a safe and harassment-free workplace. We also have an obligation to maintain a welcoming, comfortable, and safe environment for all library patrons. Thus, our obligations to staff and library patrons will necessitate your suspension of access and use privileges to the UCB Library if you are again found to be in violation of the use and conduct code.

Signature:

Employee Name:

Employee Title: