

JLA IFC <http://www.jla.or.jp/committees/jiyu///tabid/854/Default.aspx>

IFC=Toshokan-no-Jiyuu Iinkai=Library Freedom Committee

We do not recommend collecting visitor records.

2020/05/10

In March, it was reported that some library facilities were taking measures to collect new library visitor records and entrance records as measures to prevent infection. The Library Freedom Committee(Intellectual Freedom at Libraries Committee) does not recommend taking measures such as recording the fact of library use from the viewpoint of protecting the privacy of library use.

Depending on the situation of the region, when it is absolutely necessary to record library visitors, it is necessary to decide clearly how to protect privacy, such as notification to users, how to provide them to external organizations (health centers, etc.), management methods, and retention deadlines.

Is the effect of the visit record recognized?

Even if the investigation of the behavior of an infected person reveals a stop to the library, will the user who visited the library at the same time as the infected person be a "concentrated contact person"?

The National Institute of Infectious Diseases defines "contact sit within one meter and for more than 15 minutes."

([National Institute of Infectious Disease epidemiology](https://www.niid.go.jp/niid/ja/diseases/ka/corona-virus/2019-ncov/2484-idsc/9582-2019-ncov-02-qa.html): Q&A (April 22, 2020) <https://www.niid.go.jp/niid/ja/diseases/ka/corona-virus/2019-ncov/2484-idsc/9582-2019-ncov-02-qa.html> 2020.5.10 Access)

In the case of an infected part-time employee at a bookstore, it has been reported that the health center had contacted colleagues and customers that they were not in contact with because of a three-hour short time.

(Visit Kyoto Shimbun March 16, 2020, 22:26 <https://www.kyoto-np.co.jp/articles/-/188655> ,2020.5.10)

In addition, many libraries require users to reduce their stay time, wear masks, disinfect their fingers, and ensure social distance. Considering this, it is unlikely that the person who visited the library at the same time as the infected person, or the staff who responded at the counter at that time, will soon be recognized as a concentrated contact person.

In the future, even if the library service is gradually expanded and the use of the reading seat is permitted, if measures such as having you sit at a distance of one to two meters, abolishing the seat facing each other, and setting up a partition, users will be able to avoid becoming a concentrated contact with each other.

What should we do if an infected person is infected?

Even if you do not record your visit, the library may have other records of library use temporarily. And, the problem of the record is whether it is to be used to prevent the spread of the infection, and whether it is asked by the outside whether to do, and to arise.

For example, if information about an infected person is sent to a library by an external organization such as a public health center, and the infected person borrows a book, the visitor who borrows the book at the same time may be identified as a visitor. As mentioned above, it seems that using the library at the same time does not apply to the person who is a concentrated contact, but what should do if the public health center etc. strongly request the information?

"Declaration on Library Freedom 1979 Revision 1979" remarks seeking to protect the facts of the library visit as the privacy of users (see "Usage Facts"(p.37~). First of all, explain this library philosophy firmly to an external organization, avoid passing the data directly, and take measures such as contacting visitors at the same time from the library. You can also call out on the library's website or on Twitter. It is also necessary to clarify the response policy in case of such a case.

In addition, when the library use of the infected person is found, it is also possible to cooperate in the prevention of the spread of infection by disinfecting the place where the user might have stopped based on information from the public health center etc., disinfecting the borrowed material (if there is a record) and prohibiting the use for a certain period of time.

When collecting visit records that you don't normally go to?

First of all, librarians would like to confirm that it is necessary to consult the Personal Information Protection Council in accordance with the Personal Information Protection Ordinance, and to establish the purpose of collection, the retention period, how to manage the records of the museum, and how to provide it to external organizations. Specifically, you are required to:

1. Consult the Personal Information Protection Council in accordance with the Personal Information Protection Ordinance
2. Clarify the purpose of collection by showing the basis of laws, policies, instructions, and requests for cooperation of national and local governments.
3. Decision of the retention period and the management method of the collected information and the rule making of the rapid disposal

When you are forced to restrict some services or collect records of your visit, you will be required to explain to the user that it is necessary to minimize the requirements on the basis of the grounds. Consider whether there is an urgent concern for the lives and health of residents, taking into account the spread of infection in the region.

(Some wording has been corrected. Last updated on 2020/05/11)