

 <b>DALHOUSIE UNIVERSITY</b> <i>Inspiring Minds</i>	<b>Killam Memorial Library</b>	<b>Policy Number: 1</b>
	<b>Title:</b> Food Policy	<b>Date Issued:</b> November 28, 2012
		<b>Date Revised:</b> August 20, 2013
	<b>Issued by:</b> Head, Killam Memorial Library	<b>Approved by:</b> University Librarian

## 1. Purpose

The purpose of the Killam Memorial Library Food policy is to preserve our collections and facilities by outlining where patrons may consume food or drink.

## 2. Definitions

“Patron” refers to any person using the Library or its services.

“Staff” refers to the employees of the Library.

“Work space” refers to any area of the Library in which patrons or staff members conduct work.

“Stack area” refers to the study and book stack areas surrounding the Killam Library’s Atrium.

“Atrium hallways” refers to the interior hallways overlooking the Atrium.

## 3. Roles and Responsibilities

The University Librarian is responsible for approving this policy.

The Head of the Killam Library is responsible for updating this policy and ensuring that it is followed.

Senior Library Administration may approve exceptions to this policy in order to support special events.

The staff members of the Killam Library are responsible for applying this policy.

## 4. Food and Drink Zones

The Killam Library is divided into areas that define whether food or drink is permitted. Each zone is indicated on signs posted in each area.

### 4.1. Food Areas

Food may be eaten in only the Atrium hallways. Food waste should be placed in the appropriate waste container.

### 4.2. Drink Areas

Non-alcoholic drinks in covered, spill-resistant containers may be consumed only in designated areas. Lids on covered containers such as disposable cups must be securely fastened.

## 5. Enforcement

Unattended food or drink may be discarded by Library staff members.

Staff members will ask patrons with food or drink in a non-designated area to take the item out to the Atrium

## **6. Related Policies**

- Killam Memorial Library Learning Commons Policy
- Killam Code of Conduct