



## C.C.T.V. SURVEILLANCE AS A MANAGEMENT TOOL

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### **ABSTRACT :**

Managing a Library is a difficult task unless a proper & scientific approach is used. As far as the area is concern Library is one the largest area of any institution. It has huge stock of books and other important equipments. Library does have lots of variation in work. It also has high number of library staff to look after the entire Library. A Librarian is the person who has to manage this entire stuff signal handedly. He is supposed to be responsible for the development of entire library. To manage a Library effectively a scientific approach is must. C.C.T.V. Surveillance is one of the best tool for it. Present paper deals with various aspect of this technology.

**Keywords:** Library, C.C.T.V., surveillance, budget, cost, technology

### **INTRODUCTION :-**

Library is the most important part of any institution. It is the soul of any institution. A development of any institution can be judged by it's Library. Managing Library in a proper way is the biggest challenge for any library professional . Library management requires a highest level of skill & knowledge. New technology like C.C.T.V., R.F.I.D. are some of the important tools which helps to achieve this goal.

### **C.C.T.V. Surveillance in India**

In India, while there appear to be few open street systems, a recent report in the Times of India noted the use of CCTV in schools, kindergartens, supermarkets and retail stores in the provincial city of Chandigarh (Times of India, 2002a). CCTV usage is also set to increase in the banking sector as the New Delhi police urged all the city's banks to install CCTV in an effort to combata series of robberies. (Times of India, 2004) The New Delhi Police also announced that it had installed 42 CCTV cameras at various police stations in the city, not for the purpose





of watching over the citizenry, but explicitly to monitor the behaviour of junior police officers (Times of India,2003b). However, it is in the transport sector that CCTV seems to be growing most rapidly. In 2003 the state owned road transport corporation announced plans to introduce CCTV in two major bus depots in order to combat pick-pocketing (Times of India, 2003a), while the Bangalore Railway Police have installed 40 cameras in the central station with plans to extend the deployment to other stations in the State. Prompted by 9/11 and fears of domestic terrorism, CCTV surveillance has recently been instigated in at least five of the country's airports (Times of India,2002b).

#### **Benefits of using C.C.T.V. Surveillance;**

- **Management** in Library is the function that coordinates the efforts of people to accomplish goals and objectives using available resources efficiently and effectively. Management comprises planning, organizing, staffing, leading or directing, and controlling an organization or initiative to accomplish a goal. Resourcing encompasses the deployment and manipulation of human resources, financial resources, technological resources, and natural resources. C.C.T.V. Surveillance play a vital role in over all management of Library.
- **Security** is the degree of resistance to, or protection from, harm. It applies to any vulnerable and valuable asset, such as a person, dwelling, community, nation, or organization. As far as the library is concern it requires a high level of security since books are the biggest assets of any institution. Consciously or unconsciously loss of books occur in Library. Some time theft could be also possible. C.C.T.V. Surveillance helps to mitigate these losses.
- **Control over the staff:** To handle the staff and getting work done from them is the difficult task. Man handling is always been a





challenge for any administrator. Staff has the tendency to neglect their duties. They also not perform the work in time. C.C.T.V. helps to monitor their activity and also their all activities get recorded. This make a psychological impact on them and it is found that staff performs well under Surveillance of C.C.T.V.

- **Control over the users:**

User of Library may be any one from any background and can have different type of psychology. Library has it's rules and regulations, do's and don'ts but some users don't behave accordingly. C.C.T.V. Surveillance controls them very well. When user come to know that they are under C.C.T.V. Surveillance it is found that their approach is changed totally. User become disciplined and follows rules properly.

- **Mobile Surveillance :**

Librarian or Head of the institution can view whole library from anywhere in the world in smart phone or through internet and can control the Library very well.

- **Hardware requirement for C.C.T.V. Surveillance:**

DVR

Hard Disk

Cameras

Screen

Power Supply

LAN Network (optional)

Computer (optional)

Smart Phone (optional)

Internet Connection (optional)





- **Brands available for C.C.T.V. Surveillance**

Zicom

Virtual

Samsung

Isafe

Hicvision

Honeywell

Dahua

Golden Eye

Eye Ball

CCplus

Emerge

Electronic Eye

**Factors to be taken care of while purchasing C.C.T.V.**

- **No. of cameras required** : channel is the term which decide how many cameras you want to install. It may be 4,8,16 etc.
- **Distance** :- T.V.L. is the term which decide distance and clarity of the object which you want to capture. 600 TVL is sufficient for 30-35 feet distance
- **Recording** : Hard disk is the factor which decides how long you want to keep your recording safe. Generally 1 T.B. is sufficient for back up of 15-20 days.
- **Brand**: C.C.T.V. and D.V.R. should be purchased from a branded company like Samsung, Hikvision etc.
- **Price**: The Price of C.C.T.V. and D.V.R can be compared in the website like mysmatrprice.com and online sites like flipkart, ebay, sanpdeal, amazon.in, jungle.com etc.
- **Supplier** :Supplier should be from a reputed company. List of supplier of nearest city can be found from Justdial.com, Sulekaha.com or calling at Just dial no. 08888888888. The





reputation of supplier can be known by reading review from buyers in the websites.

- **Warranty** : Before purchasing C.C.T.V. cameras we should make sure that it comes under Warranty from company. Original invoice should be kept safe for availing warranty.

#### **Assistance from U.G.C.**

In XII plan U.G.C. has permitted to purchase C.C.T.V. under equipment head for the colleges covered under 2(f) and 12(b).

#### **CONCLUSION:**

C.C.T.V. Surveillance is emerged as an effective management tool for library of any institution . It helps in planning , organizing, staffing, leading or directing and controlling the library. It overall enhance the efficiency of the Library. It is a must tool every library should have. Compare to R.F.I.D it is very less in cost but very effective as a management tool.

#### **REFRENECES :**

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