



The European Studies Library of the European Investment Bank (EIB) and the University of Luxembourg (UL) Regulations

Collection Description

The European Studies Library of the European Investment Bank and the University of Luxembourg comprises selected works from the historical library collections of the European Investment Bank and a series of press clippings concerning the activities of the Bank. As an ensemble, the collection reflects the Bank's operational priorities and the broader political-economic context within which it operated from its foundation in 1958 until 1980.

I. The collection, on deposit with the University of Luxembourg, and its bibliographic data remain the property of EIB.

II. These regulations are established by the members of the Coordination Committee of the European Studies Library. All questions related to the proper execution of these regulations or to the management of the library itself must be sent, via e-mail, to bibliotheque@uni.lu.

III. The University of Luxembourg Library (BUL) ensures the daily management of the collection as well as any communication regarding the collection to the public.

Only BUL staff is authorised to access the EIB deposit in order to extract documents for consultation by authorised users.

IV. The documents are available for consultation in the Luxembourg Learning Centre in campus Belval during its normal opening hours. The documents cannot be transferred on the different campuses of the University nor to any other library without the explicit prior authorization of the EIB.

Library Access

The following persons are authorised to consult the documents contained in the collection.

- Staff and doctoral students of the University registered with the BUL¹.
- Visiting researchers are requested to register with the BUL and to contact to the Head of the BUL (marie-pierre.pausch@uni.lu) in order to obtain consultation authorisation prior to first access.
- Staff and associates of EIB are requested to contact the EIB library who, in collaboration with the BUL, will have the requested documents brought to the EIB library in Kirchberg in the shortest possible delay.

Consultation Terms in the Luxembourg Learning Centre

1. The bibliographic data of the collection of the Library of European Studies are made available by EIB. These data, contained in an Excel file, are available to users via the PCs available for consultation in the University library. If requested, via e-mail to bibliotheque@uni.lu, a PDF file containing these data can be sent to the user. By request to the same e-mail address, the consultation form can also be sent to the user.
2. Consultation of the collection is by appointment only which can be requested by sending an e-mail to bibliotheque@uni.lu.
3. The user must complete a consultation form for each document they wish to consult prior to their appointment (the form is available on the University Intranet as well as by e-mail request to bibliotheque@uni.lu). This form must be sent to bibliotheque@uni.lu **at least 24 hours before the appointment.**
4. All the works of the collection can be consulted with the exception of press cuttings. A user may consult a maximum of 10 items at one time.
5. Press cuttings, because of their unique and fragile character, may be consulted only after receiving written authorisation from the Head of the BUL (marie-pierre.pausch@uni.lu) prior to consultation. The user can consult a maximum of 1 folder at one time.
6. On the day of the appointment, the requested works will be ready for the user in the premises of the Luxembourg Learning Centre.

¹ Details of registration are available on the web site of the BUL. <https://www.en.uni.lu/library>

7. The works cannot be borrowed.
8. Certain items cannot be photocopied. The user will be informed of this fact upon receipt of the documents.
9. The user is responsible for all deterioration, loss or theft. In the case of major problems, the BUL will inform the members of the Coordination Committee. The Coordination Committee will then decide what measures, if any, to take.
10. At the end of the day, the user is required to return the items to the library's information desk. The documents can be reserved for another appointment, if required. The works must be given personally and directly to library staff who will perform a verification of the documents in the presence of the user.
11. In the Luxembourg Learning Centre, the general rules of the BUL (annex to the Internal Regulations) apply.