

DOCUMENT RESOURCES

- Documents of parliamentary initiatives (bills, motions, questions, etc.) and documents of the bodies of the House.
- A library specialized in public law, specifically in parliamentary law, which also has a collection on social science, the history of Catalonia and other disciplines over which the Parliament has powers to legislate.
- Specialized databases.
- National, regional, local and international press.
- Specialized journals and magazines.
- A political document collection, with the election posters and programmes of the elections to the Parliament of Catalonia.
- Historical documents of the Republican Parliament of Catalonia.
- Other documents from donations relevant to the history of the 19th and 20th centuries.
- A collection of publications about Members or written by Members.
- An image and sound collection (videos, films and photographs) related to parliamentary activity.

LOCATION

- The reading room, located on the ground floor of the Palace of Parliament.

CONTACT

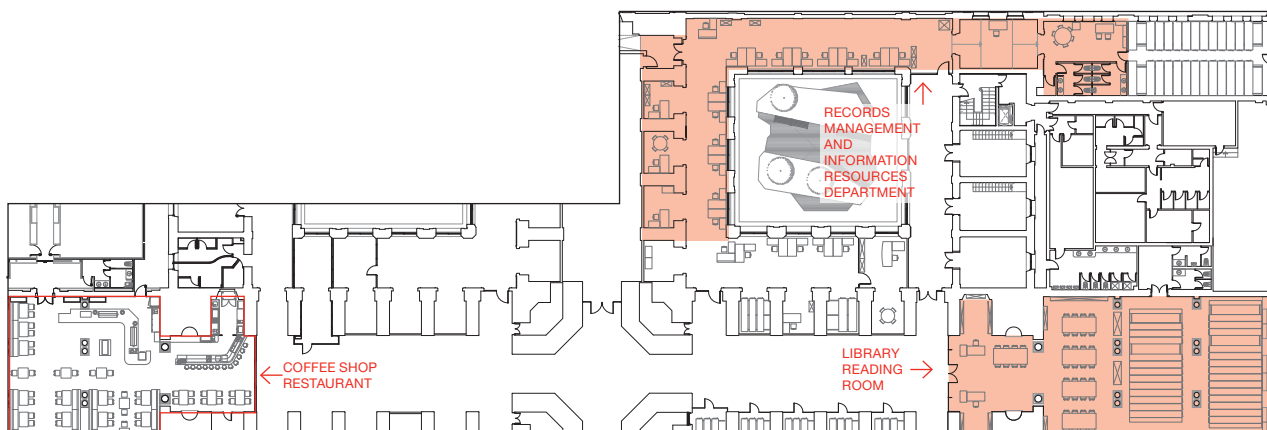
General Enquiries and User Support Section (ACAU):

- E-mail: consultes@parlament.cat
- Telephone: 3106
- In person: at the reading room

External users can access the library by requesting an appointment on the same email and indicating the reason for the consultation, with prior identification.

OPENING HOURS

From Monday to Thursday from 9.00 am to 2.00 pm and from 3.00 pm to 5.00 pm. On Fridays and days outside the ordinary periods of sessions, from 9.00 am to 2.00 pm. On August the reading room remains closed.



RECORDS MANAGEMENT AND INFORMATION RESOURCES DEPARTMENT



<https://www.parlament.cat/web/documentacio/recursos-documentals/index.html>

INTRODUCTION

The Records Management and Information Resources Department main functions are the following:

1. To provide information to the Members, to the parliamentary groups and to the bodies and services of the House so that they can carry out the statutory duties assigned to the Parliament of Catalonia.
2. To manage and conserve the collection of documents that are produced and received by the Parliament, by carrying out the following tasks:
 - Providing information, advice, services and products specifically relating to the work of the Parliament.
 - Conducting studies and research related to the activity and work of the Parliament.
 - Organizing, conserving, managing and disseminating bibliographic and document collections of the Library and Archives of the Parliament.
 - Process requests made in the exercise of the right of access to information.
 - Establish guidelines for the design and implementation of the document management system.
 - Organize exhibitions and conferences.

SERVICES

- General and specialized information on matters related to the functions of the Parliament.
- Research undertaken at the request of Members, parliamentary groups, parliamentary bodies and the parliamentary Administration.
- Information and consultation on parliamentary activity initiatives and on the documentation of the bodies of the House.
- Information and consultation on the historical collections.
- Information and consultation on the bibliographical collection through the library's on-line catalogue.
- A loan service.
- Proposals for purchases and subscriptions in line with the procurement policy of the Records Management and Information Resources Department.
- A reading room, located in the library, with computers for users with Wi-Fi for consulting the collections and the printed press.
- Training on how to use the library resources.

DOCUMENT PRODUCTS

- Legislative dossiers to support the processing of legislative initiatives.
- Thematic dossiers that provide information on current topics or subjects that are of interest or use to members of the House.
- Resource guides.
- Dossiers with information on the parliamentary activity of the House.
- Documentation areas of parliamentary committees.
- *Butlletí d'Actualitat Jurídica* (Legal News Bulletin, weekly publication).
- Institutional dossiers.
- Thematic bibliographies.
- A newsletter on new acquisitions (monthly).
- A newsletter on new acquisitions of parliamentary literature (quarterly).
- A newsletter of summaries (monthly).

