

CHAPTER 6

LIBRARY SERVICES

1. HUD LIBRARY.

- A. The Department of Housing and Urban Development (HUD) Headquarters Library, Office of Administrative and Management Services, Office of the Assistant Secretary for Administration, provides a full range of library services, resources, and materials to the Department and also is open to HUD clientele and the general public. The staff provides functional guidance, support, and services to Field Offices in library matters. The Departmental Library at Headquarters is a national information and literature resource in the fields of housing, urban affairs, and community development. Its collections are relied upon for materials in the fields of housing and urban planning by the Library of Congress and other Federal libraries. It serves as the principal resource for the Department concerning library and bibliographic information matters. Library functions include: Information Services (reference, law, collection development, circulation, and program information) and Technical Services (acquisitions, cataloging, bibliographic processing, and collection maintenance).
- B. The collections comprise more than 680,000 books and other printed materials which are available for research and consultation. Subjects covered include: housing; community, city, county, state, regional, and national planning; urban development and renewal; metropolitan area problems; homelessness; law; architecture; building construction and technology; mortgage and construction finance; community facilities; urban land use; real estate; and zoning.

2. GENERAL INFORMATION

- A. **Location.** The Library is located in Room 8141 of the HUD Headquarters Building, 451 Seventh Street, S.W., Washington, D.C. 20410-3700.
- B. **Hours.** Services are available from 8:45 a.m. to 5:15 p.m., Monday through Friday, except Federal holidays. Keys can be checked out to authorized HUD personnel for necessary after-hours access.

C. Telephone Numbers.

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|---------------------------|----------------|
| Circulation | (202) 708-3180 |
| Reference | (202) 708-2370 |
| Law | (202) 708-2370 |
| Program Information | (202) 708-1420 |
| Collection Development | (202) 708-2370 |
| Cataloging | (202) 708-3371 |
| Acquisitions | (202) 708-2038 |
| Director's Office | (202) 708-1377 |
| TDD | (202) 708-1420 |
| Library Facsimile Machine | (202) 708-1485 |

D. E-Mail Address. Library Circulation Desk

E. Internet Address. Library_Circulation_Desk@HUD.gov

F. HUD Library Catalog Online.
<http://hudweb.hud.gov/po/ars/library/catalog/library.htm>

G. For additional information, see HUD Handbook 2265.2, REV-2, Library and Program Information Services.