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*Proposed collection development policy for the Juan D. Nepomuceno Center for Kapampangan studies\**

A collection development policy serves as the guide to the selection and acquisition decisions in a library setting. It aims to keep a library's collection strong while eliminating its weaknesses. The Center for Kapampangan Studies (CKS) library is being run based on its mission and vision statements and does not have a collection development policy (CDP) since its inception. Although the mission and vision statements served as guides to the acquisition, these did not provide detailed and standard procedures which are contained in a collection development policy. Thus, this study drafted a collection development policy for the CKS library based on the Center's mission and vision statements, use pattern analysis, the state of the collection, and existing unwritten selection and acquisition practices. The absence of any written collection development policy (CDP) has had no effect on the CKS library collection's ability to meet the needs of the clientele according to the use pattern analysis conducted. However, the presence of a written CDP would address the existing imbalance in the CKS collection with only 19 directly complying with the mission and vision statements and almost 15 not at all related to Kapampangan culture and history.

The CKS library's need for a collection development policy is further emphasized by the lack of detail in the existing unwritten selection and acquisition policies. The unwritten selection and acquisition policies do not cover specific collection development issues like selection criteria, censorship, collection evaluation,

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weeding, and collection maintenance. The issues regarding the imbalance in the subject content of the CKS library collection as well as the lack of detail of existing selection and acquisition practices would be addressed by a written collection development policy.