

Internal Office Note

LIBRARY COMMITTEE

Library committee has been constituted as follows:

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| 1. Dr. K.N. Tiwari, Asst. Professor, NIPER-Raebareli | Chairman |
| 2. Dr. Keerti Jain, Lecturer, NIPER-Raebareli | Member |
| 3. Mr. Somit Srivastava, Asst. Librarian, NIPER-Raebareli | Member |

Roles & responsibilities:

The roles and responsibilities of the committee are:

- To provide for proper documentation services and updating the Library collection.
- To work towards modernization and improvement of Library and documentation Services.
- To formulate policies and procedures for efficient use of Library resources.
- To review Library readership department-wise.
- To adopt measures to enhance readership.
- To prepare budget and proposals for the development of the Library.
- To seek feedback on Library functions from readers.
- To submit the annual report on the functioning of the library.

Holding of Meeting:

The committee shall meet as circumstances dictate.

The committee shall be operative from the date of this notification.


Dr. S.J.S. Flora
Director
NIPER-Raebareli

Copy to:

- All the above members