**Template-12**

**Annual Report 2019**

**Library**

**Librarian :**

**Library officer :**

**Assistant Librarian :**

* **New Recruitments**

|  |  |  |  |
| --- | --- | --- | --- |
| **Ser.No** | **Name** | **Designation** | **Date of Assumption of duties** |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |

* **Library Services**

|  |  |
| --- | --- |
| **User Category** | **No of Users** |
| **Total Registered Undergraduate Students** |  |  |
| **Total Registered Post graduate Students** |  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total Registered Academic Staff** |  |
| **Total Registered Non Academic Staff** |  |

* **Academic Staff**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Library** | **Librarian** | **Deputy Librarian** | **Senior Asst.Lib(GI)** | **Senior Asst.Lib(GII)** | **Assistant Librarian** |
| Library |  |  |  |  |  |
| Vacant |  |  |  |  |  |
| Total |  |  |  |  |  |

* **Non Academic Staff**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Faculty /Branch | Most-Senior | Senior -Staff | Junior Staff | Minor Employees |
|  | SAR/AR/Com Programmer | SSA/SA/Forman | LIA/CAA | Book Binder/Lab attendant/Labourer |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Vacant** |  |  |  |  |
| **Total** |  |  |  |  |

* **Research ,Innovation and Publications**

|  |  |  |  |
| --- | --- | --- | --- |
| **Subject** | **Published** | **Commercialized**  | **Presented** |
| **No of researches** |  |  |  |
| **No of Innovations** |  |  |  |
| **No of Journals** |  |  |  |
| **No of Books** |  |  |  |
| **No of Articles** |  |  |  |
| **others** |  |  |  |

* **Programme Seminars & Workshops**

|  |  |  |  |
| --- | --- | --- | --- |
| subject | Attended by | Completed by | Made presentations |
|  |  |  |  |
|  |  |  |  |

* **New Course Launched**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Faculty** | **Course** | **Medium** | **Certificate** | **Master** |
| Main Library |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* **Recurrent Expenditure**

|  |  |  |
| --- | --- | --- |
| **Subject** | **2015** | **2016** |
| Personal Emoluments |  |  |
| TravellingSupplies |  |  |
| Maintenance |  |  |
| Contractual Services |  |  |
| other |  |  |

* **Capital Expenditure:**

|  |  |  |
| --- | --- | --- |
| **Subject** | **2015** | **2016** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

* **Financial Progress(Expenditure)**

|  |  |  |
| --- | --- | --- |
| **Subject** | **Provision in 2016** | **Exp.in 2016 Rs.** |
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* **Workshops organized by the Main Library**

|  |  |  |  |
| --- | --- | --- | --- |
| **Resource Person** | **Topic** | **Target Group** | **Month** |
|  |  |  |  |
|  |  |  |  |

* **Workshops and Conference Participation by the Academic Staff**

|  |  |  |  |
| --- | --- | --- | --- |
| **Event** | **Participation** | **Role** | **Month** |
|  |  |  |  |
|  |  |  |  |

* **Postgraduate Enrollments/Continuation of Academic/Administrative Staff**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Degree** | **Place** | **Status** |
|  |  |  |  |
|  |  |  |  |

* **Training programme attended by Administrative staff**

|  |  |  |  |
| --- | --- | --- | --- |
| **Event** | **Participation** | **Role** | **Month** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

* **Training programme attended by Non Academic staff**

|  |  |  |  |
| --- | --- | --- | --- |
| **Event** | **Participation** | **Role** | **Month** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

* **Financial Matters Income**

|  |  |
| --- | --- |
| **Item** | **Amount(Rs.)** |
|  |  |
|  |  |
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|  |  |
|  |  |
|  |  |