

CENTRAL SANSKRIT UNIVERSITY- SHREE SADASHIV CAMPUS, PURI

PANDIT HARIHAR DAS LIBRARY

Notice No-316

Dt. 29.09.2022

F. No. PHLIB/COM/2022-23/02

Date 28/09/2022

General Notice

This is with reference to the approved minutes of the Library Committee Meeting held on 30/03/2022, for the smooth functioning of the library in the academic session 2022-2023 and the following points will be followed:

1: From 28, Sept. 2022 the books will be issued to the staff and students as per the below mentioned scheme:

SL. NO.	Category of Students/Staff	Number of Books	Issue Days	Timing
1	Academic Staffs	05	All working Days	10.30 A.M.-12.00AM & 3.30P.M.-5.30P.M.
2	Non-academic Staffs	03	All working Days	10.30 A.M.-12.00AM & 3.30P.M.-5.30P.M.
3	Ph.D. Students	04	All working Days	10.30 A.M.-12.00AM & 3.30P.M.-5.30P.M.
4	Acharya	03	Tue & Thu	10.30 A.M.-12.00AM & 3.30P.M.-5.30P.M.
5	Shastri	03	Mon & Wed & Fri	10.30 A.M.-12.00AM & 3.30P.M.-5.30P.M.
6	Shiksha-Shastri	03	Thu & Fri	10.30 A.M.-12.00AM & 3.30P.M.-5.30P.M.
7	Prak-Shastri	02	Mon & Fri	10.30 A.M.-12.00AM & 3.30P.M.-5.30P.M.

2. Reading room will be open on all working days for the students & Research Scholars.
3. Library books will be issued on daily basis to **Research Scholars** and other students can read news - papers and magazine except Research Journals.
4. Books will be issued for a period of 15 days for staff and 10 days for students, further

extension, renewal and transfers of books (from one patron/borrower to other) will not be entertained in any circumstances i.e.

➤ without the written permission of competent authority.

5. If any book is not returned after 10 to 15 days (i.e., within maximum issue book limit), the patron/borrower will not be further allowed to borrow book in any circumstances i.e. without the written permission of competent authority.

6. Renewal of books will not be entertained in any circumstances.

7. Book will not be issued to the staff and students, which have already library dues.

8. Internet access service will be provided in the library.


9. Students are morally liable to save the Library Property and make Good Environment for study.

10. Students should obey the library disciplines and use the educational resources joyfully.



(Dr. Om Narayan Mishra)

I/C Assistant Librarian



(Prof. K. Mishra)
DIRECTOR
CENTRAL SANSKRIT UNIVERSITY
SHREE SADASHIV CAMPUS, PURI (ODISHA)
Director

Copy for information and necessary action to:

1. The Director Office, Sri Sadashiv Campus Central Sanskrit University, Puri;
 2. Notice Board of Campus, Library, Campus website and WhatsApp Group of campus
- for wide circulations.

Fr. J. S.
29/09/22