

Criterion - 4

Infrastructure and Learning Resources

NAAC- SSR (2nd Cycle)



ETERNAL UNIVERSITY

BARU SAHIB, SIRMOUR-173101
HIMACHAL PRADESH

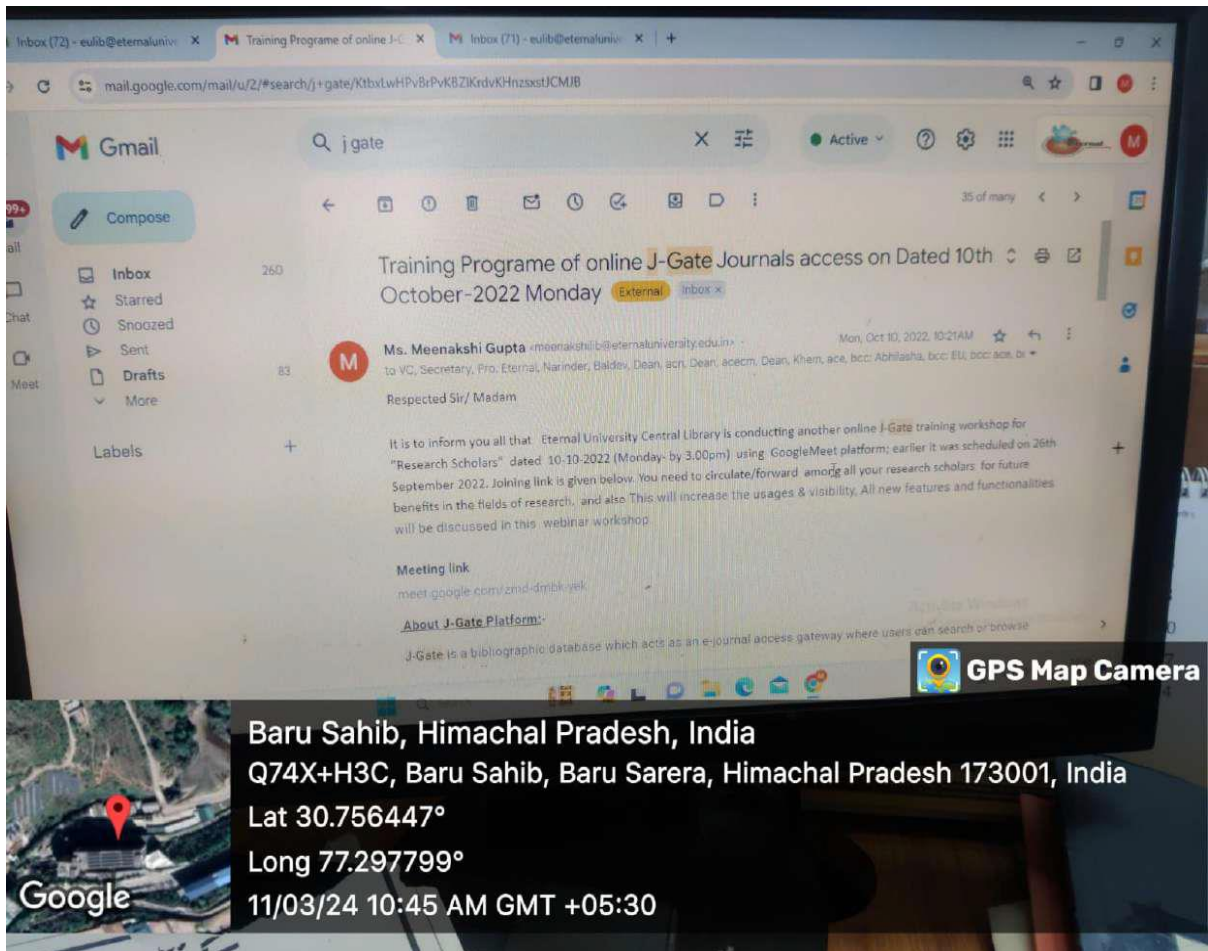
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Workshop and operational hours



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Training Program of Online J-Gate

ETERNAL UNIVERSITY

Library Rules

1. The management of University library so far as financial and administrative matters are concerned shall be controlled by the Vice-Chancellor of the University.

2. WORKING HOURS

- i. The Working hours of the library including their different sections will be fixed by the Vice-Chancellor from time to time.
- ii. Issue/ return of books shall cease half an hour before the closing time of the library.
- iii. Holidays

The library will remain closed for National holidays i.e. 26th Jan, 15th Aug, and 2nd Oct every year.

Library Working Hours:

Monday to Sunday - 8.00 AM to 8.00 PM

iv. Circulation Timings (Books Issue Return Timings):

Monday to Sunday - 9.00 AM to 12.30 PM
1.30 PM to 7.30 PM

ETERNAL UNIVERSITY LIBRARY

Circulation Rules For Faculty & Staff Members

1. The number of Books that may be borrowed and the period of loan for various categories of members will be as follows:

Sr. No.	Category	No. of books	Period of loan
1.	Professor/Associate Prof./Asst. Prof.	8	60 Days
2.	Officers of the University	6	30 Days
3.	Research Asst./Research Scholar/Ph. D. Students	6	30 Days
4.	1 st Lecturer/Lecturer/Asst. Lecturer	6	30 Days
5.	Non Teaching Staff, Lab Assistants, Lab Technicians	4	30 Days
6.	Visiting Members	4	30 Days
7.	Teachers of Akal Academy	4	30 Days

2. Books having same title will not be issued simultaneously.

3. Reference Copies, Reference Books, Previous Years Question Papers, Syllabus, Magazines/Journals will be issued for Photostat only for 30 minutes.

4. Any book damage, marking, misplacing of pages etc. should be brought in the notice of Librarian at the time of issuing otherwise person who get it issued last time will be responsible.

5. Books can be recalled any time in case of an urgent demand for the same, by the other users.

6. The Librarian may amend the library rules and regulations as and when necessary.

LOST/DAMAGED LIBRARY DOCUMENTS

1. Faculty / Staff Members will be fully responsible for loss or misuse of book.

If the book is lost, an immediate report should be made to the Librarian to enable appropriate action to be taken.

2. Lost or damage of book patron has to pay two times the cost of book along with overdue and other charges apply as per rules.

3. Entire volume cost is recovered for the document which is a part of multi volume/issue set.

ETERNAL UNIVERSITY LIBRARY

Circulation Rules For Students

1. Maximum Two Books will be issued for Undergraduate Students for a period of 10 (Ten) days.

2. Maximum Four Books will be issued for Postgraduate Students for a period of 14 (Fourteen) days.

3. An overdue charge @Rs. 5/- per day will be levied after the expiry of due date.

4. Books having same title will not be issued simultaneously.

5. A book once returned by a student will not be issued to the same or any other student on the same day.

6. Reference Copies, Reference Books, Previous Years Question Papers, Syllabus, Magazines/ Journals will be issued for Photostat only for 30 minutes.

7. Students must carry their College Identity Card with them at all times in a Library. Show their cards if a member of staff requests them to do so and it is compulsory to shown at the time of issue - Return of books.

8. Any book damage, marking, misplacing of pages etc. should be brought in the notice of Librarian at the time of issuing otherwise person who get it issued last time will be responsible.

9. Books can be recalled any time in case of an urgent demand for the same, by the other users.

10. The Librarian may amend the library rules and regulations as and when necessary.

LOST/DAMAGED LIBRARY DOCUMENTS

1. Student will be fully responsible for loss or misuse of book. If the book is lost, an immediate report should be made to the Librarian to enable appropriate action to be taken.

2. Lost or damage of book patron has to pay two times the cost of book along with overdue and other charges apply as per rules.

3. Entire volume cost is recovered for the document which is a part of multi volume/issue set.



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GPS Map Camera

Library Rules and Timings