



**OFFICE OF THE REGISTRAR**  
**GIET UNIVERSITY, GUNUPUR-765022, ODISHA**

No 2169 /GIETU/2022

Date:- 15.07.2022

**Library Committee**  
**(Academic Year 2022-2023)**

Sl. No.	Name	Designation	Position
1.	Dr. Manoja Das	Asso. Prof., BT, SOE&T	Convener
2.	Dr. N K Patro	Chief Librarian	Co-Convener
3.	Dr. Swosti Debapriya Behera	Asst. Prof, School of Agriculture	Member
4.	Ms. Tensi Rani Pradhan	Asst. Prof, School of Agriculture	Member
5.	Dr. Prabina Kumar Patnaik	Assoc. Prof, ME, SOE&T	Member
6.	Dr. Sadanand Sahu	Assoc. Prof, BSH, SOE&T	Member
7.	Dr. S.K. Bindhani	Assoc. Prof, CHEM, SOE&T	Member
8.	Dr. Pratap Kumar Panigrahi	Prof, EEE, SOE&T	Member
9.	Dr. Nilamdhav Padhy	Assoc. Prof, CSE, SOE&T	Member
10.	Mr. P. Sudheer Babu	Asst. Prof, CSE, SOE&T	Member
11.	Dr. Diptikant Acharya	Asst. Prof, BT, SOE&T	Member
12.	Dr. V. Madhava Rao	Prof, CE, SOE&T	Member
13.	Dr. Priyadarsan Parida	Assoc. Prof, ECE, SOE&T	Member
14.	Dr. T. Lokeswara Rao	Assoc. Prof, School of Management Studies	Member
15.	Dr. Biplab Rath	Assoc. Prof, School of Sciences	Member

*M. Das*  
14/07/22  
**REGISTRAR**

**GIET, University Gunupur**

Copy to

1. Director General / Vice Chancellor for kind Information
2. Deputy Registrar / Dean School of Engineering & Technology / Dean Academics / Dean R & D / Dean ( School of Agriculture) / Dean (School of Management Studies) / HOD (School of Management Studies) / HOD (School of Sciences) / Admin. officer- School of Agriculture / Controller of Examination / Head of all departments / HR Officer / Dean of Admission/ Head -Digital Marketing / Prof I/C T & P/ Convener of Examinations / IQAC/ E Class /Chief Librarian / Account officer/ Audit officer / Central Office /Security Officer / Sports Officer / PRO/ Admission Officer ( Foreign Nationals) /Manager- Facilities / Warden Town & Campus Control Room / Hardware Section /Manager Canteen / Manager Catering / Dispensary and all concerned for information.
3. Persons concerned for information /Personal file for record.


*M. Das*  
14/07/22  
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**GIET, University Gunupur**

**Responsibility Area – Library Committee**  
**Academic Year: 2022-23**

1. The library committee shall look after all the activities of the library, GIET University, Gunupur for the academic year 2022-2023.
2. The committee will ask the department for procurement of new books / journals as required from time to time. The list should be submitted to the Chief Librarian, GIETU through the HOD of the department.
3. After verifications of the list of books /journals by the committee, the concerned department shall take permission from the authority for procurement of the books / journals as required.
4. The rules and regulations of the library and as well as the study hours of the students should be displayed at the entrance of the library
5. The library committee shall go for a review meeting at least once in a month at the library premises preferably on the last Wednesday of the month.
6. The committee will solve all the issues /cases of the library at their level and if necessary the committee will take advice from authority
7. The committee shall verify the log register of books and journals, log register of digital library, accession register, stock register and OPAC from time to time. Maintainace of back volumes and turned out books shall also taken care.
8. Emphasis should be given for more and frequently use of the library of the university by both the students & staff members.
9. As the library represents the image of the university, therefore, it should be our prime responsibility to upgrade the library from all standards in par with the reputed libraries in India and abroad
10. The attendance of the students who are entering into the library should be strictly recorded. Maintainace of silence and cleanness shall also be taken care.

  
**Dr. Manoj Das**  
Convener  
Library Committee

  
**Dr. N K Patro**  
Co-Convener  
Library Committee

  
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GIET, University Gunupur