

# CMR COLLEGE OF ENGINEERING & TECHNOLOGY

Kandlakoya (V), Medchal Road, Hyderabad-501 401

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Fax: 08414-224988

CMRCET/PRIN/LIB/AY 2014-15/01

Date: 15/04/2014

## OFFICE ORDER

The Library Committee is set up with the following members to maintain library as the knowledge hub of the institution.

### Library Committee:

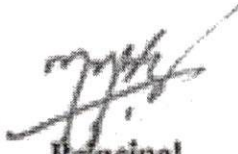
S. No.	Name	Designation	Position
1	Dr. M. Ramalinga Reddy	Principal	Chairman
2	Mr. Ch. Nagabhushanam	Librarian	Coordinator
3	Mr. SK. S. Hassan	Assistant Professor	Member
4	Mrs. T. Pusha Deepthi	Assistant Professor	Member
5	Mr. T. Sridhar	Assistant Professor	Member
6	Mr. K. Ravi Kiran	Assistant Professor	Member
7	Ms. I. Hari Priya	Assistant Professor	Member
8	Mrs. Ch. Rekha Devi	Assistant Professor	Member
9	Mrs. T. Sharanya	Assistant Professor	Member

### Roles & Responsibilities:

- To give up the procedure for recommending the books for purchase.
- To periodically review subscription of journals and magazines.
- To coordinate the purchase of books, journals and magazines.
- To ascertain the availability of required number of prescribed and reference books.
- To finalize the requirements for e-learning such as e-books, video lectures, On-line journals i.e. IEEE, ASME, DELNET etc.

  
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Hyderabad-501401.

- To monitor the usage of internet facility in digital library and provide sufficient Bandwidth.
- To monitor the arrangement of racks and cleanliness of library space.

  
Principal  
**Dr. M. Ramalinga Reddy**  
M.E., P.H.D., FIE (I)  
PRINCIPAL  
CMR College of Engineering & Technology  
Kandlakoya (V), Medchal Road, Hyderabad-501 401

Copy Submitted to: (1) Secretary Garu: For your kind information please.

Copy to:

- (1) IQAC Coordinator
- (2) Deans
- (3) Examinations
- (4) All HODS
- (5) Administrative Officer
- (6) Accounts Officer
- (7) Training & Placement
- (8) Physical Director
- (9) Librarian
- (10) Faculty through e-mail

  
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