

ABACUS INSTITUTE OF ENGINEERING AND MANAGEMENT
Natungram, Mogra, Hooghly

ORDER

Office Memo: AIEM /P-LFAC / 08 / 03 of 2019-20

01.08.2019

It has become need of the hour to form a Library Function & Assessment Committee of AIEM. Hence, the said Committee is being formed herewith the following members.

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| 1. Dr. B. K. De | The Principal |
| 2. Mr. Sujit Kr. Pal | The Librarian, AIEM Library |
| 3. Mrs. S. Roy (Saha) | The In-charge, Department of ECE |
| 4. Mrs. S. Banerjee | The In-charge, Department of CSE |
| 5. Mrs. R. Chandra | The In-charge, Department of EE |
| 6. Mr. V. Kumar | The In-charge, Department of ME |
| 7. Mr. R. Datta | Asst. Prof. Department of CE |
| 8. Mr. S. Das | The In-charge, Department of Basic Sciences and Humanities |
| 9. Mr. K. Acharya | Accountant, Admin Section |

The duty of the committee is to monitor the functioning of the AIEM Library through Library Audit during each Semester Break; justify the demand of the books placed; review of the journals, newspapers to be purchased; maintaining the record of the utilization of books and Reading Room and other related matters.



(Principal)

CC to:

1. All the members of the committee