

September 18, 2019

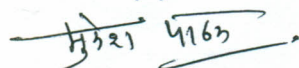
To,  
The Assistant Manager (F&A),  
JK LakshmiPat University,  
Jaipur

Dear Sir,

Please find enclosed approved copy of Written-off materials for the year 2017 as per Physical Verification Reports 2019 (dated 23 July 2019). Approval of Written-off materials is taken for only those books and materials found missing in three successive stock verifications i.e. those materials found missing in the year 2017, 2018 and 2019 were proposed. Materials lost and paid were proposed for Written-off in the same year.

Thanking you,

Sincerely yours



Mukesh Pathak  
Deputy Librarian

Enclosed

1. Copy of Final approval for Written-off materials from Hon'ble Vice Chancellor
2. Copy of Physical Verification Report 2019

received.  
  
20/9/19.

Summary of 1027 Accessioned CDs and DVDs (Accession No. CD1 – CD1027)

S. No.	Particulars	No. of CD & DVD	Remarks
1.	CDs and DVDs Available with LRC	1027	
	<b>TOTAL</b>	<b>1027</b>	

Summary of 1369 Accessioned Bound Volumes (Accession No. BV1 – BV1369)

S. No.	Particulars	No. of Bound Volumes	Remarks
1.	Bound Volumes Available with LRC	1369	
	<b>TOTAL</b>		

Summary of 41 Accessioned Thesis (Accession No. TH1 – TH41)

S. No.	Particulars	No. of Thesis	Remarks
1.	Theses Available with LRC	41	
	<b>TOTAL</b>		


Summary of 606 Accessioned Project Reports (Accession No. PR1 – PR607)

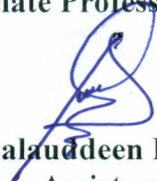
S. No.	Particulars	No. of Project Reports	Remarks
1.	Project Reports Available with LRC	605	
2.	Project Reports Missing	1	(Annexure-2)
	<b>TOTAL</b>	<b>606</b>	

Physical Verification Committee Members:

  
Dr. Kavita Choudhary  
Associate Professor, IET

  
Dr. Ravi Shankar Prasad  
Associate Professor, IET

  
Mr. Laxmi Chand Sharma  
Sr. Lib. & Info. Assistant, LRC

  
Mr. Salauddin Khan  
Library Assistant, LRC

  
Mr. Pradeep Kumar Singh  
Library Attendant, LRC

**JK LAKSHMIPAT UNIVERSITY  
JAIPUR**

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**Office Order**

No. JKLU/REG/122  
June 17, 2019

A committee consisting of the following members is constituted for physical verification of the LRC resources and facilities:

1. Dr. Kavita Choudhary
2. Dr. Ravi Shankar Prasad

The following library team members to assist:

1. Mr. Laxmichand Sharma
2. Mr. Salaudden Khan
3. Mr. Pradeep Kumar Singh

Mr. Mukesh Pathak to facilitate access to all relevant documents.

The committee to submit its report latest by July 10, 2019.



(K K Maheshwari)  
Officiating Registrar