

~~Librarian, LRC~~

- Pls. study & suggest -

13/08/20

**Learning Resource Centre  
JK Lakshmipat University, Jaipur**

July 15, 2020

**Physical Verification Report**

**Physical Verification Date: June 25 – July 10, 2020**

**All Accessioned Books as on 24 June 2020 : 1 - 14309**

**169 Books were Written-off in previous years (2013-2019)**

- (6 Books were Written-off on 02-08-2013)
- (13 Books were Written-off on 28-07-2014)
- (15 Books were Written-off on 16-07-2015)
- (36 Books were Written-off on 23-06-2016)
- (59 Books were Written-off on 05-05-2018)
- (40 Books were Written-off on 12-09-2019).

**Total No. of Books for Physical Verification as on 25 June 2020 : 14140**

**All Accessioned CDs and DVDs : CD1 – CD1052**

**All Accessioned Bound Volumes : BV1 – BV1437**

**All Accessioned Theses : TH1 – TH44**

**All Accessioned Project Reports : PR1 – PR638**

**1 Project Report Written-off in previous years (2013-2016)**

- (1 Project Report was Written-off on 23-06-2016)

**Total No. of Project Reports for Physical Verification as on 25 June 2020 : 637**

**Summary of 14140 Accessioned Books (Accession No. 1 – 14309)**

S. No.	Particulars	No. of Books	Remarks
1.	Books Available with LRC	13749	On Shelf
2.	Books Checked Out as on 7 <sup>th</sup> July 2020 (Till 5pm)	267	Check out report enclosed
3.	Books sent for Binding	25	Binding order enclosed
4.	Lost & Paid by student	4	
5.	Books Missing 2020	27	Annexures- I, II, III
6.	Books Missing 2019	29	
7.	Books Missing 2018	39	
<b>TOTAL</b>		<b>14140</b>	

Summary of 1052 Accessioned CDs and DVDs (Accession No. CD1 – CD1052)

S. No.	Particulars	No. of CD & DVD	Remarks
1.	CDs and DVDs Available with LRC	1052	
	<b>TOTAL</b>	<b>1052</b>	No Missing

Summary of 1437 Accessioned Bound Volumes (Accession No. BV1 – BV1437)

S. No.	Particulars	No. of Bound Volumes	Remarks
1.	Bound Volumes Available with LRC	1437	
	<b>TOTAL</b>	<b>1437</b>	No Missing

Summary of 44 Accessioned Thesis (Accession No. TH1 – TH44)

S. No.	Particulars	No. of Thesis	Remarks
1.	Theses Available with LRC	44	
	<b>TOTAL</b>	<b>44</b>	No Missing

Summary of 637 Accessioned Project Reports (Accession No. PR1 – PR638)

S. No.	Particulars	No. of Project Reports	Remarks
1.	Project Reports Available with LRC	635	
2.	Project Reports Missing	2	(Annexure-IV)
	<b>TOTAL</b>	<b>637</b>	

Physical Verification Committee Members:

  
**Dr. Pushendra Singh**  
 Associate Professor, IET

  
**Dr. Gireesh Kumar**  
 Assistant Professor, IET

  
**Mr. Laxmi Chand Sharma**  
 Assistant Librarian, LRC

  
**Mr. Salauddin Khan**  
 Library Assistant, LRC

  
**Mr. Pradeep Kumar Singh**  
 Library Assistant, LRC

## Annexure - I

## Following list of Books Found Missing 2020 (Accession Records)

S. No.	Acc. No. of Missing Books	Status	S. No.	Acc. No. of Missing Books	Status
1	49	Missing 2020	16	10591	Missing 2020
2	63	Missing 2020	17	11335	Missing 2020
3	263	Missing 2020	18	11826	Missing 2020
4	344	Missing 2020	19	12179	Missing 2020
5	892	Missing 2020	20	12264	Missing 2020
6	3401	Missing 2020	21	12545	Missing 2020
7	3403	Missing 2020	22	12880	Missing 2020
8	3404	Missing 2020	23	13175	Missing 2020
9	3413	Missing 2020	24	13185	Missing 2020
10	4404	Missing 2020	25	13562	Missing 2020
11	5511	Missing 2020	26	13710	Missing 2020
12	5788	Missing 2020	27	13948	Missing 2020
13	7121	Missing 2020			
14	7591	Missing 2020			
15	7786	Missing 2020			

## Annexure - II

## Following list of Books Found Missing 2019 (Accession Records)

S. No.	Acc. No. of Missing Books	Status	S. No.	Acc. No. of Missing Books	Status
1	1778	Missing 2019	16	7317	Missing 2019
2	1781	Missing 2019	17	7395	Missing 2019
3	2307	Missing 2019	18	7446	Missing 2019
4	5111	Missing 2019	19	7716	Missing 2019
5	5219	Missing 2019	20	8245	Missing 2019
6	5483	Missing 2019	21	8286	Missing 2019
7	5795	Missing 2019	22	9907	Missing 2019
8	5863	Missing 2019	23	10285	Missing 2019
9	5918	Missing 2019	24	10594	Missing 2019
10	6040	Missing 2019	25	11907	Missing 2019
11	6047	Missing 2019	26	12157	Missing 2019
12	6102	Missing 2019	27	12250	Missing 2019
13	6246	Missing 2019	28	13208	Missing 2019
14	6650	Missing 2019	29	13941	Missing 2019
15	6872	Missing 2019			

## Annexure - III

## Following list of Books Found Missing 2018 (Accession Records)

S. No.	Acc. No. of Missing Books	Status	S. No.	Acc. No. of Missing Books	Status
1	107	Missing 2018	21	6284	Missing 2018
2	388	Missing 2018	22	6515	Missing 2018
3	1485	Missing 2018	23	7222	Missing 2018
4	1739	Missing 2018	24	8497	Missing 2018
5	2508	Missing 2018	25	8878	Missing 2018
6	2569	Missing 2018	26	8992	Missing 2018
7	2594	Missing 2018	27	9519	Missing 2018
8	2616	Missing 2018	28	9932	Missing 2018
9	2926	Missing 2018	29	9991	Missing 2018
10	3285	Missing 2018	30	10241	Missing 2018
11	3888	Missing 2018	31	10259	Missing 2018
12	4409	Missing 2018	32	10867	Missing 2018
13	4434	Missing 2018	33	10922	Missing 2018
14	4563	Missing 2018	34	10923	Missing 2018
15	5000	Missing 2018	35	10929	Missing 2018
16	5011	Missing 2018	36	11497	Missing 2018
17	5268	Missing 2018	37	11796	Missing 2018
18	5665	Missing 2018	38	11913	Missing 2018
19	5669	Missing 2018	39	11914	Missing 2018
20	6247	Missing 2018			

## Summary of Annexures – I, II, III

Missing 2020 :	27
Missing 2019 :	29
Missing 2018 :	39
<b>Total Missing:</b>	<b>95</b>

## Annexure - IV

## Following list of Project Reports Found Missing (Accession Records)

S. No.	Missing Acc. No.	Status
1	PR 29	Write-off (23-06-2016)
2	PR228	Missing 2017
3	PR140	Missing 2020

**JK LAKSHMIPAT UNIVERSITY  
JAIPUR**

---

**OFFICE ORDER**

No. JKLU/REG/123  
June 24, 2020

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

1. Dr. Pushpendra Singh
2. Dr. Gireesh Kumar

The following library team members to assist:

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

Dr. M U Raja to facilitate access to all relevant documents.

The committee to submit its report latest by July 10, 2020.



(K K Maheshwari)  
Officiating Registrar