Appendices

Appendix – 1

List of the National Law Universities in India considered for the study

1. National Law School of India University, Bangalore
2. National Law Institute University, Bhopal
3. NALSAR University of Law, Hyderabad
4. West Bengal National University of Juridical Sciences, Kolkata
5. National Law University, Jodhpur
6. Gujarat National Law University, Gandhinagar
7. Hidayatullah National Law University, Raipur
8. Indian Law Institute, New Delhi
9. Dr. Ram Manohar Lohia National Law University, Lucknow
10. National University of Advanced Legal Studies, Ernakulam
11. Rajiv Gandhi National University of Law, Patiala
12. Chanakya National Law University, Patna
13. National Law University, Delhi, New Delhi
14. Damodaram Sanjivayya National Law University, Visakhapatnam
15. National Law University, Cuttack, Odisha
16. National Law University and Judicial Academy, Assam, Guwahati
17. National University of Study and Research in Law, Ranchi
18. Tamil Nadu National Law School, Srirangam

Appendix – 2

List of All the National Law Universities in India started up to 2016

Sr. No.	Name of the University (Code)	City and State of the University	Year of the Act	Academic Year of Starting
1.	National Law School of India University (NLSIU)	Bangalore (Karnataka)	1986	1988-1989
2.	National Law Institute University (NLIU)	Bhopal (Madhya Pradesh)	1997	1998-1999
3.	NALSAR University of Law (NALSAR)	Hyderabad (Telangana)	1998	1998-1999
4.	West Bengal National University of Juridical Sciences (NUJS)	Kolkata (West Bengal)	1999	2000-2001
5.	National Law University (NLUJ)	Jodhpur (Rajasthan)	1999	2001-2002
6.	Gujarat National Law University (GNLU)	Gandhinagar (Gujarat)	2003	2004-2005
7.	Hidayatullah National Law University (HNLU)	Raipur (Chattisgarh)	2003	2003-2004
8.	Dr. Ram Manohar Lohia National Law University (RMNLU)	Lucknow (Uttar Pradesh)	2005	2006-2007
9.	National University of Advanced Legal Studies (NUALS)	Ernakulam (Kerala)	2005	2007-2008
10.	Rajiv Gandhi National University of Law (RGNLU)	Patiala (Punjab)	2006	2006-2007
11.	Chanakya National Law University (CNLU)	Patna (Bihar)	2006	2006-2007
12.	National Law University Delhi (NLUD)	New Delhi, (Delhi)	2008	2008-2009

Sr. No.	Name of the University (Code)	City and State of the University	Year of the Act	Academic Year of Starting
13.	DamodaramSanjivayya National Law University (DSNLU)	Visakhapatnam (Andhra Pradesh)	2008	2008-2009
14.	National Law University Odisha (NLUO)	Cuttack (Odisha)	2009	2009-2010
15.	National Law University and Judicial Academy Assam (NLUJAA)	Guwahati (Assam)	2009	2011-2012
16.	National University of Study and Research in Law (NUSRL)	Ranchi (Jharkhand)	2010	2010-2011
17.	Tamil Nadu National Law School (TNNLS)	Srirangam (Tamil Nadu)	2012	2013-2014
18.	Maharashtra National Law University (MNLU-B)	Mumbai (Maharashtra)	2014	2015-2016
19.	Maharashtra National Law University (MNLU-N)	Nagpur (Maharashtra)	2014	2016-2017
20.	Himachal Pradesh National Law University (HPNLU)	Shimla (Himachal Pradesh)	2016	2016-2017

Appendix – 3

List of High Courts and their Benches

Sr. No.	Name of the High Court	Year of establishment	Territorial Jurisdiction	Principal Seat	Bench(s)
1.	High Court of Bombay	1862	Maharashtra and Goa, U.T. of Dadra and Nagar Haveli and Diu	Mumbai	Aurangabad, Nagpur, and Panaji
2.	Calcuatta High Court	1862	West Bengal and U.T. of Andman and Nicobar Islands	Kolkata	Circuit Bench at Port Blair
3.	Madras High Court	1862	Tamil Nadu and U.T. of Pondicherry	Chennai	Madurai
4.	High Court of Allahabad	1866	Uttar Pradesh	Allahabad	Lucknow
5.	High Court of Karnataka	1884	Karnataka	Bangalore	-
6.	Patna High Court	1916	Bihar	Patna	-
7.	High Court of Madhya Pradesh	1936	Madhya Pradesh	Jabalpur	Gwalior and Indore
8.	High Court of Jummu & Kashmir	1943	Jammu & Kashmir	Srinagar & Jammu	-
9.	High Court of Punjab & Haryana	1947	Punjab and Haryana and U.T. of Chandigarh	Chandigarh	-
10.	Guwahati High Court	1948	Assam, Nagaland, Mizoram and Arunachal	Guwahati	Kohima, Aizawl, Itanagar

Sr. No.	Name of the High Court	Year of establishment	Territorial Jurisdiction	Principal Seat	Bench(s)
11.	Orrisa High Court	1948	Orrisa	Cuttack	-
12.	Rajasthan High Court	1949	Rajasthan	Jodhpur	Jaipur
13.	High Court of Hyderabad	1954	Andhra Pradesh & Telangana	Hyderabad	-
14.	High Court of Kerala	1958	Kerala and U.T. of Lakshadweep	Ernakulam	-
15.	High Court of Gujarat	1960	Gujarat	Ahmedabad	-
16.	High Court of Himachal Pradesh	1971	Himachal Pradesh	Shimla	-
17.	High Court of Sikkim	1975	Sikkim	Gangtok	-
18.	High Court of Delhi	1996	National Capital Territory of Delhi	Delhi	-
19.	High Court of Chattisgarh	2000	Chattisgarh	Bilaspur	-
20.	High Court of Jharkhand	2000	Jharkhand	Ranchi	-
21.	High Court of Uttarakhand	2000	Uttaranchal	Nainital	-
22.	Manipur High Court	2013	Manipur	Imphal	-
23.	Meghalaya High Court	2013	Meghalaya	Shillong	-
24.	Tripura High Court	2013	Tripura	Agartala	-

Appendix – 4

List of State Judicial Academies

State Judicial Academy	City	Year of Establishment	Website
Andhra Pradesh Judicial Academy	Secunderabad	1991	http://apja.ap.nic.in/
Judicial Academy, Assam	Guwahati	2009	http://jaassam.gov.in/
North Eastern Judicial Officers' Training Institute	Guwahati	1981	http://jaassam.gov.in/
Bihar Judicial Academy	Patna	2003	http://judicialacademy.bih.nic.in/
Chhattisgarh State Judicial Academy	Bilaspur	2003	http://highcourt.cg.gov.in/related_links.html
Gujarat State Judicial Academy	Ahmedabad	1995	http://gujarathighcourt.nic.in/gsja/introduction.html
Chandigarh Judicial Academy	Chandigarh	2007	http://www.cja.gov.in/
Himachal Pradesh Judicial Academy	Shimla	2005	http://hpsja.nic.in/
Delhi Judicial Academy	New Delhi	2002	http://judicialacademy.nic.in/
Institute of Judicial Training & Research	Lucknow	1987	http://ijtr.nic.in/
Jammu and Kashmir State Judicial Academy	Jammu	1973	http://www.jkja.nic.in/
Karnataka Judicial Academy	Bangalore	1999	http://kjablr.kar.nic.in/
Kerala Judicial Academy	Cochin	1986	http://kja.nic.in/

State Judicial Academy	City	Year of Establishment	Website
Maharashtra Judicial Academy and Indian Mediation Centre and Training Institute	Mumbai	2009	http://mja.gov.in/
Judicial Officers Training and Research Institute	Jabalpur	1994	http://www.mphc.in/jotri/index.php
Manipur Judicial Academy	Imphal	2013	http://hcmimphal.nic.in/index.html
Odisha Judicial Academy	Cuttack	2003	http://orissajudicialacademy.nic.in/
Rajasthan State Judicial Academy	Jodhpur	2001	http://rajasthanjudicialacademy.nic.in
Sikkim Judicial Academy	Gangtok	2013	http://sikkimjudicialacademy.nic.in
Tamil Nadu State Judicial Academy	Chennai	2001	http://www.tnsja.tn.nic.in
West Bengal Judicial Academy	Kolkata	2005	http://wbja.nic.in
Uttarakhand Judicial and Legal Academy	Nainital	2008	http://ujala.uk.gov.in

Appendix – 5

Sections of Part II of the Gazette of India

Part, Section and Sub-Section	Contents published in the Gazette of India
Part II Section 1	Acts, Ordinances and Regulations.
Part II Section 1A (Hindi)	Authoritative texts in Hindi language of Acts, Ordinances and Regulations.
Part II Section 2	Bills and Reports of the Select Committee on Bills
Part II Section 3 (i)	General Statutory Rules (including Orders, By laws etc. of general character) issued by the Ministries of the Government of India (other than the Ministry of Defense) and by the Central Authorities (other than the Administration of Union Territories).
Part II Section 3 (ii)	Statutory Orders and Notifications issued by the Ministries of the Government of India (other than the Ministry of Defense) and by the Central Authorities (other than the Administration of Union Territories).
Part II Section 3 (iii)	Authoritative texts in Hindi (other than such texts, published in section 3 or section 4 of the Gazette of India of General Statutory Rules and Statutory Orders (including bye-laws of a general character) issued by the Ministries (including Ministry of Defense) and by the Central Authorities (other than the Administration of Union Territories).
Part II Section 4	Statutory Rules & order issued by the Ministry of Defense.

Appendix – 6: Questionnaire

A STUDY ON THE ROLE OF LIBRARIANSHIP IN NATIONAL LAW UNIVERSITY LIBRARIES OF INDIA

To

……………………………………………………………….

…………………………………………………………………

Dear Sir/Madam

In connection with my Ph.D. research on the "Role of Librarianship in National Law University Libraries of India" under the guidance of Dr. V.S. Mugade, Head, DLIS, Y.M. College, Bharati Vidyapeeth Deemed University, Pune, I am collecting information on various aspects of the topic through questionnaire. I seek your kind cooperation in filling up the questionnaire, suggestions and also share your opinions and experience which will help me to complete my research. The information supplied by you will be used for my research work only and will be kept confidential. The duly filled questionnaire may kindly be returned to the undersigned by post (stamped envelope enclosed) or scanned copy send to ias.librarian@gmail.com. For clarification of any doubt, please feel free to contact me on +91-9890865605.

I shall be grateful to you for your early response.

Sincerely Yours

Intekhab Alam
DLIS, Y.M. College
Bharati Vidyapeeth Deemed University
Pune-411038 (Maharashtra)

Note: To share additional information related to any question, please use separate sheet.

QUESTIONNAIRE

General Information

1. (a)   Name of the University: ……………………………………………………

    (b)   Academic Year of starting the University: ………………………………

    (c)   Name of the Library/Information Centre (if any): ………………………

    Telephone: E-mail:

    URL:

    (d)   Name of the University Librarian: …………………………………………

    If the post of University Librarian is vacant, please mention the name and

    designation of the Person In-charge of the Library: ……………………

    …………………………………………………………………………..

2. Details of Courses being conducted:

Name of the Course	Yes/No	Intake	Total students for all years
B.A.-LL.B.			
B.Sc.-LL.B.			
B.Com.-LL.B.			
BBA-LL.B.			
BSW-LL.B.			
Any other: ……………			
LL.M. (1 year)			
LL.M. (2 year)			
M.Phil.		-	
Ph.D.		-	
Diploma Courses (Regular only)			

3. Total number of library Members:

    Students: ………… Faculty Members ……… Others (if any, specify) …………

4. Nature of Library Building   a) Separate   b) Attached

5. Floor-wise area of library building (in Sq. ft.): …………………………………

6. Total seating capacity of Library for users including all floors: …………………

    …………………………………………………………………………………………

240

7. Working hours of the library:

General Days	From:	To:
Sunday and Holidays	From:	To:
During Examination	From:	To:
Remark, if any, about working hours		

8. Details of Professional Library Staff:

Sr. No.	Designation	Status		Out of Post filled up	
		No. Post Sanctioned	No. Post Filled up	Male	Female
1.	University Librarian				
2.	Deputy Librarian				
3.	Assistant Librarian				
4.	Professional Assistant				
5..	Semi-Prof. Assistant				
6.	………………				
7.	………………				
8.	………………				

9. Total Number of Non-Professional Library Staff: ………………………

10. Please give the details of Professional Library Staff having Degree in Law and/or Law Librarianship:

Sr. No.	Designation	LL.B.	LL.M.	Degree in LIS with specialization in Law Librarianship	P.G. Diploma in Law Librarianship
1.					
2.					
3.					
4.					
5.					

11. Do you think the existing library staff is sufficient to run the library efficiently?

Yes / No

Library Collection and Organisation

12. Total Collection of the Library (as on 31st March 2015)

Collection type	Numbers
Total Books (Print) including special collections	
Total Bound Volumes of Periodicals (including Law Reports, Journals, Magazines etc.)	
Number of Theses/ Dissertations	
CDs/DVDs	
Commission/ Committee Reports	
Research Project Reports	
Any other, specify …………………….	

13. Electronic Legal Database /Recourses (only subscribed/purchased)

Sr. No.	Name of Database/Resource	(Please tick all that apply)	Type of access (Single/Multi Users/Unlimited)
1.	AIR SC Database (CD Based)		
2.	AIR HC Database (CD Based)		
3.	AIR Criminal Law Journal Database (CD Based)		
4.	AIR Privy Council Database (CD Based)		
5.	The Law – Super (CD Based)		
6.	JILI CD Database		
7.	AIR Webworld		
8.	CLAOnline		
9.	Manupatra		
10.	SCC Online		
11.	e-jurix		
12.	Lexis Nexis		
13.	West Law		
14.	West Law India		
15.	HeinOnline		
16.	Kluwer Arbitration		
17.	Economic and Political Weekly		
18.	JStor		
19.	………………………………		
20.	………………………………		
21.	………………………………		

14. Is your library member of any consortia?   Yes / No

   If Yes, please give the name of Consortia: …………………………………….

15. How do you provide Access to web based databases? (Please tick all that apply)

ID/Password	IP Address	Off Campus/Remote Access

16. Total number of periodicals (print) subscribed for 2015.

Category	Scope	Number
Journals/Reports	International	
Journals/Reports	National	
Magazines		
Newspapers	Hindi	
	English	
	Regional Language (Specify ……………….)	

17. Which Classification Scheme do you follow?
   (a) CC   (b) DDC   (c) UDC   (d) Any other, specify ……

18. In cataloguing the collection, does your library adhere to
   a) AACR-2   b) MARC (specify) ……….
   b) RDA (Resource Description and Access) d) Other: ……..…………

19. What type of catalogue does your library use?
   i)   Card Catalogue   Yes / No
             a) We have updated card catalogue   Yes / No
             b) Card Catalogue is still useful   Yes / No

   ii)   We have only OPAC   Yes / No
             a) We have replaced Card Catalogue with OPAC   Yes / No
             b) There is no need of Card Catalogue after OPAC Yes / No

   iii)   We have both Card Catalogue and OPAC   Yes / No
   iv)   We also have WebOPAC   Yes / No
   v)   We are participating in Union Catalogue, if yes, please specify ………..
             ………………………………………………………………………………………
   vi)   We have data in Excel or Access   Yes / No
   vii)   We have printed bibliography   Yes / No

243

Collection Development Policy

20. Do you have a collection management policy statement?   Yes/   No

   If Yes, Please answer the followings:
   a. Do you have a written collection management policy statement?

   Yes/ No

   b. Do you prepare actual collection management plan according to the objectives of the policy statement?

   Yes/ No

   c. Do you select material according to Collection Management Planning?

   Yes/ No

   d. Do you preserve, weed, replace and store the library material in order to serve the current and future needs of library users?

   Yes/ No

   e. Do you study of library users and their requirements before planning for collection development?

   Yes/ No

   f. Have you established relations with other libraries in order to resource sharing?

   Yes/ No

   g. Are you evaluating Collection Management Plans, policies, procedures and personal by use and user studies to revise plans and policy documents for collection management?

   Yes/ No

21. What selection tools do you use? (Please tick all that apply)

   □   Requisition slips
   □   Publisher Catalogues
   □   Approval Plans
   □   Email announcements
   □   Book reviews
   □   Bibliographic tools
   □   Other library acquisitions lists
   □   Review ILL/Document delivery items
   □   Others (please describe) …………………………………

22. Please give the details of expenditure for collection development in last three years:

Budget head	Amount		
	F.Y. 2012-13	F.Y. 2013-14	F.Y. 2014-15
Books (print)			
Periodicals (print)			
E-resources			
Others			
Total			

23. Please give the total number of books (print only) and periodicals subscribed for the last three years:

Material type	Numbers		
	F.Y. 2012-13	F.Y. 2013-14	F.Y. 2014-15
Books (print)			
Periodicals (print)			
Databases			

Library Services

24. Services Provided by the library:

Sl. No.	Services	Yes	No
1.	Circulation		
2.	Reference Service		
3.	Virtual Reference Service		
4.	Referral Service		
5.	Newspaper Clipping Service		
6.	Article Indexing Service		
7.	Bibliography Service		
8.	Abstracting Service		
9.	Current Content Service		
10.	Reprography		
11.	Internet Searches		
12.	CD-ROM & Online Database Search		
13.	Document Delivery		
14.	Inter-library loan		
15.	User's Orientation		
16.	Case Laws Searching		
17.	……………………………..		

25. What are the special services and facilities do your library provide to Moot Court Teams

1. …………………………………………………………………………………
2. …………………………………………………………………………………
3. …………………………………………………………………………………
4. …………………………………………………………………………………
5. …………………………………………………………………………………

26. Do you produce any information product/ in-house database (e.g. bibliography, index, abstracts)?   Yes /   No

If Yes, kindly give the details of its title, periodicity, format (print/electronic) etc.

……………………………………………………………………………………

……………………………………………………………………………………

……………………………………………………………………………………

27. Have you carried out survey of users' need and library performance? Yes /   No

28. Any publication giving details about your library.   Yes/ No

If yes, provide details …………………………………………………………………

Application of ICT in Library

29. Number of Computers for Library staff……………………

30. Number of Computers for users. …………………………..

31. Whether your library is automated?   Yes/   No / Partially Automated

31.1 If Yes,

a. Name of the software. ……………………………………………………..

b. Is it commercial or open source software? Please specify ………….

c. Modules of software in operation

□ Acquisition   □ Cataloguing   □ Circulation
□ OPAC   □ Serial Control   □ Article Indexing
□ Administration   □ Any other ……………………………………

d. Technology used for circulation:
a) Barcode   b) Magnetic   b) RFID   c) Any other: …

31.2 If No, why it is not yet initiated? ………………………………………

……………………………………………………………………………………

……………………………………………………………………………………

……………………………………………………………………………………

32. Do you have library website/portal?   Yes/   No

    a. If Yes, Is it separate or associated with university website?

       …………………………………………………………………….

    b. Who have created library webpages, library staff or other agency?

       …………………………………………………………………..

    c. How frequently do you update the library website?

       Please specify …………………………………………………..

33. Are you providing WiFi facility in library premises?   Yes/   No

    a. If Yes, Is it limited to library premises only or accessible in whole

       campus? …………………………………………………………………

    b. Are you providing access to e-resources through WiFi? Yes/   No

    c. If Yes, Whether users can access to e-resurses via Smartphone, Tablet/

       i-pad? ……………………………………………………………

34. Are you using cloud computing to deliver library services? Yes/   No

   If Yes, please specify …………………………………………………………

35. Are you using following Web 2.0 tools for library services:

Sl. No.	Tools	Yes	No
1.	Social Networking		
2.	Blog		
3.	Twitter		
4.	Youtube Video		
5.	RSS Feed		
6.	Instant Messaging		
7.	Social Bookmarking		
8.	Wiki		
9.	Podcasting		
10	Tagging		
11.	Flickr		
12.	Mashups		
13.	Any other …………		

Activities to support Open Access Movement

36. Have you included bibliographic records of Open Access (OA) Journals in
Library Catalogues/database? Yes / No

37. Whether links to Open Access resources are available on your library/institute
website? Yes / No

38. Have you organized user orientation programme about OA?

Yes / No

39. Does your library staff publish paper /article in OA Journal/repository?

Yes / No

40. Is anyone of your library staff associated with any OA Journal?

Yes / No

if Yes, please give the details:

Name of the staff	Designation	Title of the OA Journal	Role of the staff	Subject of the Journal

41. What is the role of library staff in publication of print/online journals/publications
of your university? (Please describe separately for print and online)

…………………………………………………………………………………
…………………………………………………………………………………
…………………………………………………………………………………
…………………………………………………………………………………
…………………………………………………………………………………

42. Have you stopped of any printed journal/reporter due to its free availability in
electronic format? Yes / No

43. Have you created an institutional repository for University? Yes / No

If Yes, then how do you create awareness about your institutional repository?

        □ Through Orientation

        □ Through Notice Board

        □ Through Lecture

        □ From Classroom Notice

        □ Through E-mail

        □ From Workshop/Seminar

        □ From Website

        □ From Social Networking

        □ Other: …………………………………………….

Activities to prevent plagiarism in research

44. Have you prepared policy for Plagiarism control in consultation of university authorities?   Yes / No

45. Do you have Anti-Plagiarism Software?   Yes / No

    If Yes, Give the name……………………………………………………….

46. Is it purchased by University or accessed through INFLIBNET?

    ………………………………………………………………………………….

Activities to Support Legal Information Literacy

47. Do you offer some kind of Information Literacy (IL) instructions in your institute?   Yes/ No

    If "Yes", then please answer the following questions as well, otherwise skip questions 48 & 52.

48. Please tick the types if IL instruction your library has provided. (Tick all that apply).

□   Library orientation

□   Guided library tour

□   Introductory information skills (e.g., books searching instruction, library website etc.)

□   Advanced information skills (e.g., legal database searching, advanced internet search)

□   Research-level skills (e.g., conducting literature search, reference style, citation management software training, scholarly publishing, etc.)

49. Please tick the topics you cover in IL instruction programs. Tick all that apply.

                  □ Introduction to library resources, services and policies

                  □ Library Catalogue/OPAC/WEBOPAC introduction

                  □ Library website introduction

                  □ Online search techniques

                  □ Use of legal databases

                  □ Use of search engines

                  □ Use of UGC-Infonet Digital Library

                  □ Introduction to Free Access to Law Movement

                  □ Evaluation of information

                  □ Plagiarism awareness/ethical use of information

                  □ Copyright and fair use.

                  □ Citation of information (referencing styles)

                  □ Use of citation management software

                  □ Scholarly publishing

                  □ other topics (please specify) …………………………………

50. Which of the following methods do you use for IL instruction? Tick all that apply.

                  □ Face to face

                  □ Workshop/seminar

                  □ Online/web-based tutorials

                  □ Combination of online and face to face

                  □ Printed training manuals

                  □ Individual instruction at the reference desk

                  □ Other (please specify) …………………………………

51. Is Legal Information Literacy integrated or embedded in the curriculum?

                                                      Yes / No

52. If yes, in which course, please specify ………………………………………….

…………………………………………………………………………………………

…………………………………………………………………………………………

…………………………………………………………………………………………

Perception and opinion about Law Librarianship

53. (a) Do you think that to be a good law librarian, a degree in law with a degree in Library and Information Science is essential?

Strongly Agree	Agree	No opinion	Disagree	Strongly Disagree

(b) The role of librarianship in legal education and research is more important than other disciplines?

Strongly Agree	Agree	No opinion	Disagree	Strongly Disagree

(c) Do you feel that a Law Library Association is essential for the professional development of law librarians in India?

Strongly Agree	Agree	No opinion	Disagree	Strongly Disagree

(d) The Bar Council of India should take initiative to form a Consortium for Academic Law Libraries?

Strongly Agree	Agree	No opinion	Disagree	Strongly Disagree

(e) Academic law libraries of National Law Universities should form LAWLIBNET like MANLIBNET.

Strongly Agree	Agree	No opinion	Disagree	Strongly Disagree

(f) Law librarianship has been recognized in India like Medical Librarianship, Management & Business Librarianship?

Strongly Agree	Agree	No opinion	Disagree	Strongly Disagree

(g) Do you think that National Law Universities can play an important role for education and training in Law Librarianship?

Strongly Agree	Agree	No opinion	Disagree	Strongly Disagree

54. What are the best practices you have adopted in your library?

…………………………………………………………………………………
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55. What are the best practices you would like to suggest for adoption in other academic law libraries?

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56. Please give your comments or suggestions or opinion, share your experience in addition to the information given above: ……………………………………….
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…………………………………………………………………………………
…………………………………………………………………………………
…………………………………………………………………………………

(Signature of Librarian/In-charge)