



Birla Institute of Technology
Off Campus Noida

August 25, 2021

Circular


A Learning Resource Centre (LRC) Committee is being constituted with immediate effect. The following members will be in the team:

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|-----------------------|---|------------------|
| 1. Dr. Suparna Dutta | - | Chairperson |
| 2. Mr. Umair Ujala | - | Member |
| 3. Ms. Charu | - | Member |
| 4. Mr. Pavan Chandak | - | Member |
| 5. Mr. Amit Nindrajog | - | Member |
| 6. Ms. Monica Verma | - | Member Secretary |
| 7. Mr. Bikas | - | Member |

Scope of Work:

1. Purchase of library books, magazines, journals Hard copies as well as soft copies etc. other than the capital items.
2. Reorganizing of the seating plan of the library if necessary.
3. Linkage of library with other national/ International libraries.
4. Automation of the library

The committee will give recommendation to the Director on weekly basis.


(Director)

CC:

1. PA to Director – for filing
2. All the above members
3. All Academic Staff & Non academic staff