



File: CITKL/Notice/2021-22/004

Date: 09/11/2021

NOTICE

It is to notify all the students few decision has been taken against various services of the library. Decisions are listed below-

1. **Library timing:** Library opening timing has been rescheduled from 8:00 AM to 8:00 PM (All day of the week). Whereas timing for various services are-
 - Reading/use of digital library/book issue-return: All day of the week 8:00 AM to 8:00 PM
 - Technical issues/transactions/account issues/ID card issues: Mon-Fri 9:30 AM to 5:30 PM

Note: During the use of library, users are requested to follow the COVID protocol strictly.

- Use of mask is compulsory.
- Please sanitize your hands before-after use of library books.
- Maintaining social distance inside the library is compulsory. Please maintain the reading table mark at the time of reading.

Library opening schedule will be effective from 10/11/2021 (Wednesday).

2. **Books overdue:** Based on authority notification CITK/AS/Misc/010/2021/12 dated. 23/10/2021, offline classes for final year of Diploma, UG, PG and PhD has already started. Students from the mentioned batches are requested to return/renew the overdue book(s).

Offline classes of other batches (except 1st semester of all program) is expected to be started from 22 Nov-2021. Therefore library overdue of all batches (except 1st semester of all program) will be taken from 1st Dec-2021. (Digital transaction are allowed)

Students are advised to check their account regularly.

i/c Librarian
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