



**PRIYADARSHINI DENTAL COLLEGE & HOSPITAL
LIBRARY POLICY**

VERSION: 03

DOC NO: PDCH/LIB/11/2022

DATE OF ISSUE: 08/11/2022

Prepared by

Dr R Veera Kumar, MDS

Prof & HOD,

Department Of Pedodontics

Approved by

DR. B.Sivapathasundharam, MDS

Principal,

Priyadarshini Dental College & Hospital

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LIBRARY POLICY

WORKING HOURS:-

08. 00 AM TO 08.00 PM

PREAMBLE

The PDCH library policy provides insight into the vision, mission of library services and usage rules for students and staff that facilitates to use library resources methodologically.

VISION

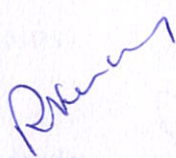

To provide knowledge and recent advanced information to staff and students through various learning resources that helps in overall development of community we serve.

MISSION

Our mission is to provide easy access to books and periodicals to staff and students of PDCH in order to facilitate teaching and learning with recent advances and state of art information.

OBJECTIVES

- 1.To collect physical books, electronic books and journals that develops the library collection.
- 2.To be in service of students and staff of PDCH.
3. To inculcate the habit of learning among students and academic personnel of PDCH.

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CATEGORY	NO OF BOOKS ALLOWED	RETURN WINDOW	FINE APPLICABLE
TEACHING FACULTY	1 TEXT BOOKS	ACADEMIC YEAR	NIL
	2 BACK ISSUE JOURNALS	10 DAYS	NIL

LIBRARY BUDGET: -

At the beginning of every academic year, the library committee will convene to allocate budget for library. with the allocated budget, purchase of journals, e- journals, renew memberships, new edition books, computers, furniture, electrical fittings, copier, scanner, CDs, DVDs, External HDD etc. will be made.

LIBRARY INTERNET/E-RESOURCES USAGE POLICY

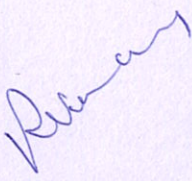

No book or journal will be allowed to download using VPN, proxy servers, private firewalls. and usage of tunnelling software, connectivity sharing software, hacking, games and movie trailers are strictly prohibited in library. indulging in such activities will lead to strict disciplinary action.

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