



sasi INSTITUTE OF
TECHNOLOGY &
autonomous ENGINEERING

Accredited by NAAC with "A" Grade,
Recognised by UGC under section 2(f) &12(B)
Approved by AICTE - New Delhi
Permanently Affiliated to JNTUK, SBTET,
Ranked as "A" Grade by Govt. of A.P.,

Ref: SITE/AO/Central Library/01/2021-22/01

Date: 21.01.2022

OFFICE CIRCULAR

Sub: Central Library – Submission of monthly Report – Reg.

Ref: Letter dt. 21.01.2022 from Dr. T V Rama Krishna, Coordinator, IQAC

This is informing to Librarian, Central Library that submit monthly report on or before 25th of every month.

Central Library Resource at a Glance

Si.No.	Particulars	No. Titles	No. of Volumes	Amount (in Lakhs)
1	Books Added during January 2022			
2	Resources available as on 24 January 2022: Total No. of Books			
3	No. of Back Volumes			
4	Project Reports			
5	No. of CD's & VCD			
6	No. of Books Transferred to Dept. Libraries			
7	Hard copy of journals	Indian	International	
8	E-Journals subscribed for the year 2022:			
9	Video Courses			

Library Utilization during January 2022

Particulars		No. of Users / day	
		Week Days	Sunday & Holiday
Library Users	Students		
	Staff		
Digital Library Users	Students		
	Staff		
No. of Books Issued			

Attached Documents

1. AT A GLANCE
2. Circulation Section
3. DIGITAL Section
4. Processing Section
5. Reference Section
6. Title page

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