

Sunder Deep Group of Institutions

(An ISO 9001 : 2000 Certified)

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Ghaziabad-201001 (U.P.)
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Sunder Deep Engineering College
Sunder Deep College of Engineering & Technology
Sunder Deep Girls Engineering College
Sunder Deep College of Architecture
Sunder Deep College of Management Technology
Sunder Deep Management Institute For Girls
Sunder Deep College of Hotel Management
Sunder Deep Pharmacy College

Approved by A.I.C.T.E., Govt. of India and Affiliated to U.P. Tech. University, Lucknow

SDGI/CE-71/Lib/2011

18-2-2011

OM

I approve following rules prepared by Directors after mutual discussions, to be followed in all the Institutes of the Group.

RULES AND REGULATIONS OF LIBRARY-

- Reference books will not be issued to anybody.
- Up to four books can be issued to the students for a maximum period of 14 days.
- A fine of Rs. 5/- day would be charged per book in case the student exceeds the 14 day limit.
- Up to five books can be issued to the faculty members for a maximum period of two months. The faculty member has to return / reissue the book after two months.
- In case the issued book is lost or misplaced by any student or faculty member, the same has to be replaced by the new book (new edition). In case the lost or misplaced book is not available in the market, 1.5 times of the cost of the book has to be paid by the student or faculty member as a fine.
- In case the book is lost or misplaced by the library, the library staff shall be accountable for that and would be dealt accordingly.
- Physical verification of the books must be done at the end of every semester in the library.
- The library shall function from 9:00AM to 5:00PM on all working days. The evening time can be extended as and when required e.g. during examination days as per Director's discretion.

Signed by

[Dr. Anju Saxena]
(Director, SDEC)

[Dr. O P Choudhary]
(Director, SDCET)

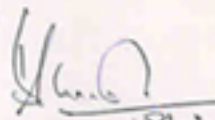
[Dr. V K Goswami]
(Director, SDGEC)

[Dr. Kavita Khanna]
(Director, SDCHM)

[Prof. S K Sharma]
(Director, SDPC)

[Dr. Bhavna Agarwal]
(Director, SDCMT)

[Prof. Rakesh Sapra]
(Director, SDCA)


[S.C. Gupta] 18/2/11
Chief Executive

To All Concern