



**Sher-e-Kashmir University of Agricultural
Sciences and Technology of Jammu
University Library**

**Prof. A K Sharma
University Librarian**

Circular

Sub: Requisition of Books (Print) for the year 2022-23

All Directors/Deans are requested to send **single consolidated requisition** of Print Books (both hard and soft copy), for the year 2022-23 in consultation with HODs/Incharge/Coordinators in your Directorate/Faculty by 10th June 2022 to the University Librarian, Chatha in the **enclosed format**. Soft copy may also please be email at clskuastj2@gmail.com in the word format.

Please accord priority to the books not available in the Library while consolidating requisition of your Directorate/Faculty. Any requisition endorsed by HODs/Incharge/Coordinators or sent directly to the University Librarian shall not be considered.

This is in reference to allotment of budget for procurement of "Books & Periodicals" vide no. AU/Accts/Bgt/F-26/2022-23/405-406,407-409 dated 10.05.2022 and for consideration of Library Advisory Committee (2022-23).

No. C-Lib/22-23/F-LAC/438-449

Dt. 18.05.2022

**Sd/-
University Librarian**

CC:

1. Director Education-cum-Chairman, Library Advisory Committee (2022-23) for favour of information.
2. All Directors / Deans _____ .
3. I/c Data Centre with the request to upload on University Website alongwith proforma.
4. SVC for kind information of the Hon'ble Vice Chancellor.

**SKUAST
Jammu**

University Librarian
Central Library, Chatha, Jammu.
J & K 180 009 INDIA

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Sample

Directorate/Faculty of _____ **SKUAST Jammu.**

List of books (Print) for the year (2022-23)

S No	ISBN	Title of book	Author	Publisher	Year of publication	Tentative Price	No of copies	Amount
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
		TOTAL AMOUNT (Tentative) In words: In Figures :				PRICE	BOOKS	AMOUNT

Certified that: Information provided in the consolidated list of books (from S.no. ___ to ___ consisting ___ no. of pages for my Directorate/Faculty is complete in all aspects.

DIRECTOR/DEAN