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Dated 28<sup>th</sup> June 2021

**Circular**

This is information to all the Head of the Departments, Directors of different Centres and Institutes that a committee has been constituted by the University Authority vide notification No. RGU/REG-54/EST (T)/21 dated 25<sup>th</sup> June, 2021 for the preparation of inventory software procured by the University for various Departments and requirement of the common software and database to find out the modalities in hosting these as Central facilities. In this connection, as directed by the authority for the preparation of inventory software, all the Head of the Departments, Directors of Centres/Institutes are hereby requested to furnish the necessary information in the attached excel format and submit the same to the library on or before 30<sup>th</sup> June 2021 in the following email id.

[assistant.librarian@rgu.ac.in](mailto:assistant.librarian@rgu.ac.in)

Prof. P.K.Acharya

(Prof.i/c Library)

Copy to:

1. The PS to Hon'ble Vice- Chancellor for his information please.
2. The PS to Pro-Vice Chancellor for information please.
3. The PS to Registrar for his information please.
- ✓ 4. The Joint Director, Computer Centre for his information and requested to upload the same in the Rajiv Gandhi University Website.
5. The Chairman, Software Inventory Committee.
6. All the concerned HoDs for their information please.
7. Guard file.
8. Office Copy.

Prof. P.K.Acharya

(Prof. i/c Library)

