

**DR B R AMBEDKAR CENTRAL LIBRARY
READERS SERVICES**

Dated: 16th June 2023

USE OF WOODEN LOCKERS

1. Lockers are available for PhD scholars on a seniority basis in the Central Library. These are assigned to the scholars at the beginning of the Monsoon Semester for one academic year.
2. Lockers are not transferable.
3. Sharing of Lockers is not allowed without the permission of the library authority.
4. Personal items should not be kept in lockers, and the Library assumes no responsibility for any item lost or stolen from the lockers.
5. The research scholars are allotted lockers Only, not the tables beneath the lockers. Any Research Scholar can use it.
6. The scholars are advised to store only those books which are duly checked out to them.
7. The scholar cannot retain/block more than six books (checked out) in his/her locker at a given time.
8. Library materials like Reference books, Rare and Arts books, Thesis & Dissertations, and loose/bound volumes of Journals should not be stored in the lockers. Any non-circulating library materials or books not checked out shall be removed if found in the lockers.
9. The Library reserves the right to open any locker, if required, to inspect its contents for library materials that have not been checked out. Any such item found will be returned to its proper location, and in such a situation locker facility shall be immediately withdrawn.
10. The scholar is required to use his/her locker and hand over the duplicate key to the staff in charge of lockers. In case of a lock change, the staff should be immediately informed and the same key handed over.
11. Books should be placed with their spines facing outwards.
12. The research scholar, who violates the rules, will have their locker privileges withdrawn. The violators will not be eligible for another locker for at least two consecutive academic sessions.

Librarian