

GENERAL RULES

- 1 Members shall observe absolute silence in the Reading Halls. Use of mobiles inside the library is strictly prohibited.
- 2 Laptops (without the carrying case) are allowed inside the library.
- 3 Members shall not engage in loud conversation in any part of the library which may cause disturbance to other readers.
- 4 Members shall not smoke, chew pan or spit in any part of the library.
- 5 Members shall not scribble, damage or mark on any book belonging to the library.
- 6 Members shall not replace books on the shelves; instead they can leave them on the reading tables.
- 7 Members are responsible for any damage caused by them to the books or any other property belonging to the library and shall be required to pay the penalty imposed upon them by the University Librarian.
- 8 The Members caught tearing pages or stealing of books are liable for disciplinary action as per the University norms.
- 9 Members shall not bring inside the library their personal belongings, books & other printed material including library books borrowed by them (except to return them).
- 10 Members leaving the library should show the material borrowed by them/taken out of the library to the security staff at the gate.
- 11 The library is not responsible for the belonging kept at the property counter. Hence, the users are advised not to keep any valuables at the property counter. They should take back their belongings kept at the property counter while leaving the library.
- 12 The University Librarian reserves the right to suspend the membership of any member found misusing the library material, misbehaving, creating nuisance, abusing the library staff or behaving in an indecent manner.
- 13 Outsider users who want to refer the library material should obtain prior permission from the concerned library staff on duty.