



Chaibasa Engineering College

(Estd. By Govt. of Jharkhand & run by Techno India under PPP)
(Approved by AICTE, New Delhi & Affiliated to Kolhan University, Chaibasa)

Corporate Office: EM-4/1, Sector- V, Saltlake, Kolkata-700091
Phone: (91) 33-2357-6163/2658/1094, Fax No: +91-33-2357-2450

Ref. No: CEC/Admin/LIB/478

Date: 10/09/2020

NOTICE

It is to inform all students of 4th year (8th semester) that all the **GATEForum** books (only) will be returned to Central Library, Chaibasa Engineering College as per following schedule:

Date	Department	Time
26/09/2020	EE, ME, & ECE	2.00 pm to 7.30 pm
27/09/2020	EE, ME, & ECE	9.10 am to 12.30 pm & 1.00 pm to 4.00 pm
03/10/2020	CE & CSE	2.00 pm to 7.30 pm
04/10/2020	CE & CSE	9.10 am to 12.30 pm & 1.00 pm to 4.00 pm

N
10.09.2020



Principal
Chaibasa Engineering College
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Copy to:-

- Administrative Head
- All Departmental HOD

Abbreviations: CSE: Computer Science Engineering, ECE: Electronics and Communication Engineering, ME: Mechanical Engineering, EE: Electrical Engineering, CE: Civil Engineering.



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Rules and regulation for using Central Library

Here all the users of Chaibasa Engineering College have been informed that the library has changed its rule and regulations for protection during the Covid 19 epidemic. Thus, everyone is requested to maintain new rules and regulations and cooperate with the librarian and library staff's.

1. Maintaining social distance is mandatory;
2. It is compulsory to wear a mask to enter the library premises;
3. Shoes should be kept outside the library gate;
4. Allowing only one user in the library to return, issue and renew books;
5. The user will enter the library with the library book and its pen;
6. The reading space will not be open until normalisations;
7. In the case of lost or torn books, users must notify the librarian by mail (centrallibrary.cec@gmail.com) with book details and pay the current edition price of the books with a 20% handling charge;
8. Library fines and other expenses will only be collected through online transactions;
9. After three working days of online payment, users will receive their library clearance certificate by e-mail;
10. After submitting all library documents and applying for clearance through Google Forms, fourth year students will receive their Library Clearance Certificate by e-mail;
11. After submission of the book, the same book will not be issued immediately;
12. All library returned books must have 120 hours of segregation according to IFLA Covid 19 guidelines;
13. Join our Telegram group using the following link for online services
<https://t.me/joinchat/KIyyzhtGvws4ZA4XRbiUrQ>;
14. No services shall provide without library card (those have library card).

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