अखिलभारतीयवाकश्रवणसंस्थान, मैसूरू-06

**All India Institute of Speech and Hearing, Mysuru-06**

पुस्तकालयवंसूचनाकेन्द्र

**Library and Information Centre**

SH/LIC/SW/2022-23 दिनांक/Date:23.09.2022

निदेशककोप्रस्तुत/ Submitted to the Director.

विषय/Sub: Special Campaign 2.0-reg.

संदर्भ/Ref: SH/SAP/Special Campaign 2.0/2022-23 dtd:20.09.22

आदरणीयमहोदया/Respected Madam,

With reference to the above, please find attached the Special Campaign 2.0 details of the Library and Information Centre.

Thanking you,

आपकाआभारी/ Yours faithfully,

Library and Information Centre

**Name of the Section/ Division/Office: Library and Information Centre**

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| S.No | Parameters | Numbers |
| 1 | Number of Physical files due for Review  (review will be done during the Campaign Phase i.e.02.10.22-31.10.22) | 10 nos. |
| 2 | Number of E-files put-up for Review  (review will be done during the Campaign Phase) | 5 nos. |
| 3 | Number of Cleanliness Campaign to be conducted during the Campaign Phase | 2 sites |
| 4 | Number of Rules identified for simplification (simplification will be done during the Campaign Phase) | Nil (*Already simplified the rules related to various library services vide approval letter no: SH/LIC/IT/2022-23 dtd 30.05.22*) |
| 5 | Number of Public Grievances Appeals pending | Nil |
| 6 | Date of identification of office scrap disposal | Not applicable |
| 7 | Space planning | Re- arrangement of 2nd floor and 3rd floor sections |