ALL INDIA INSTITUTE OF SPEECH AND HEARING

**LIBRARY AND INFORMATION CENTRE**

SH/LIC/EIS/2015-16 28.10.15

Submitted to the Director.

Sub: Screening the digital repository-Deputing ARF Staff/JRFs-reg.

With reference to the above, many of the reports in our digital repository which were uploaded at the time of creating the repository by keying in manually as well as by scanning are with typographical errors and missing pages. We have been receiving complaints from the users in this regard. Also, during the recent ISO internal auditing, the issue was raised by the Auditors.

It is felt that screening of such reports with the assistance of the Institute staff in the field of Speech and Hearing will help us in rectifying the issue. Hence, it is suggested to depute ARF staff and JRFs on part-time basis for screening the reports.

Library and Information Officer

Approved / Not Approved

Director