**Duties & Responsibilities**

**Lokesh**

Membership Management, Book Circulation

**New Staff**

National Database-redesign, OMP-Installation & customization, Turnitin Management,

**Nidheesh**

Book Circulation, Serial Management, RTI-Suo Motu Disclosure, ISBN, Backup-Koha, Backup-IR, Maintenance of Expenditure Register, NLIST

**Nanjunda Swami**

Product Development Cell, Maintenance of the Institutional Repository, ILMS, & Equipment, Book Circulation, Stock

**Nandeesha, B**

Acquisition, Serial Management (*supervision*), Institute Statistics, NAAC, Grammarly, Reference Management Software