ALL INDIA INSTITUTE OF SPEECH AND HEARING

**LIBRARY AND INFORMATION CENTRE**

SH/LIC/SF/E.1197/2016-17 21.02.17

Sub: Permission to attend the conference and present paper-reg.

Ref: 1. ARF project no. 4.61

 2. My request letter dated 13th February 2017.

Submitted to the Director.

 With reference to the above, my request for permission to attend the International Conference on Changing Landscape of Science & Technology Libraries, organized by the Indian Institute of Technology, Gandhinagar on 2-4 March, 2017 and present paper based on our ARF project titled Development of Prototype for Electronic Publishing of the AIISH journals may kindly be cancelled. Instead, I may be permitted to present the same paper in the forthcoming International Conference on Knowledge Resource and Library Technologies at Bharathidasan University, Trichy on 24-25 February, 2017.

 Dr.Shijith Kumar C

Library and Information Officer & Principal Investigator of the Project

**Justification for attending the Conference**

The conference will help in understanding the latest tools and services in science and technology libraries and implement the useful applications in our library and information centre. Moreover, the presentation of scientific paper based on the Journal of the All India Institute of Speech and Hearing will facilitate showcasing of the journal before a wide audience.

 Dr.Shijith Kumar C

 Library and Information Officer

**Justification for Attending the Training Programme**

The training programme will help in understanding the latest scientometric methods for assessing and prioritizing information resources. Also, the latest methods, tools, techniques and procedures pertaining to bibliometrics can be studied.

ALL INDIA INSTITUTE OF SPEECH AND HEARING

**LIBRARY AND INFORMATION CENTRE**

SH/LIC/SF/E.1197/2015-16 06.06.15

Sub: Permission to attend training programme-reg.

Submitted to the Director.

 Please find enclosed an application in prescribed form for permission to attend the Training Programme on Bibliometrics and Research Output Analysis to be organized by the Information and Library Network Centre (INFLIBNET), an Inter-University Centre of University Grants Commission, Ahmedabad on 15 July – 20 July, 2015 along with justification.

 Dr.Shijith Kumar C

 Library and Information Officer

**Justification for Attending the Training Programme**

The training programme will help in understanding the latest scientometric methods for assessing and prioritizing information resources. Also, the latest methods, tools, techniques and procedures pertaining to bibliometrics can be studied.

Submitted to the Director. 03.07.14

Sub: Permission to travel by private airlines-reg.

Ref: OM No.SH/E.1(1197)/2014-15 dated 20.06.14

Respected Madam,

 With reference to the above, I have been permitted to attend the Training Programme on Bibliometrics and Research Output Analysis, organized by the Information and Library Network Centre (INFLIBNET), an Inter-University Centre of University Grants Commission, at Ahmedabad on 30 July – 1 August, 2014. In this regard, permission may be given to travel by private airlines because it is economic (around Rs. 3000 less than that of Air India) and time saving.

Yours faithfully,

 Dr.Shijith Kumar C

 Library and Information Officer

Submitted to the Director. 09.07.14

Sub: Attending training programme-sanctioning advance-reg.

Ref: OM No.SH/E.1(1197)/2014-15 dated 20.06.14

Respected Madam,

 With reference to the above, I have been permitted to attend the Training Programme on Bibliometrics and Research Output Analysis, organized by the Information and Library Network Centre (INFLIBNET), an Inter-University Centre of University Grants Commission, at Ahmedabad on 30 July – 1 August, 2014. In this regard, this is to request you to sanction advance TA/DA. The details of tickets booked are enclosed herewith.

Yours faithfully,

 Dr.Shijith Kumar C

 Library and Information Officer