

Government of Jammu & Kashmir
Directorate of Libraries & Research
J&K, Srinagar/Jammu

Subject: Constitution of Sub-committee.

ORDER No. 99 -DLR of 2025

DATED 03.02.2025

Sanction is hereby accorded to the constitution of a Sub-committee with the following composition to shortlist the titles of books and other reading material for the financial year 2024-2025:

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|--|---|----------|
| 1. Ms. Zahida Bano, Assistant Director, Libraries Kashmir | : | Convenor |
| 2. Ms. Sabhyita Rani, Assistant Director, Libraries, Jammu | : | Member |
| 3. Ms. Ishrat Majid, Assistant Director Research and Publication, Srinagar | : | Member |
| 4. Ms. Shazia Makhdoomi, Chief Librarian, Oriental Research Library/SPS Library Srinagar | : | Member |
| 5. Mr. Aasif Mohammad Khan, Chief Librarian, District Kathua | : | Member |
| 6. Mr. Masood Sultan Lone, Chief Librarian, District Doda | : | Member |

The Terms of Reference (ToR) of the Sub-Committee shall be as under:

- i. To shortlist the books as may be received from Local Authors or their authorized representatives pursuant to Notice No: 01-DLR of 2025 dated:15.01.2025. The Sub-committee shall complete its assignment by or before 10th of February, 2025.
- ii. To shortlist the Descriptive Catalogues/ Abstracts of Books & Reading Material as may be received pursuant to Notice No: 02-DLR of 2025 dated: 24.01.2025 after observing the guidelines prescribed by RRRLF, Policy on Procurement of Learning Resources of Libraries and Research Department, GFR 2017, standing instructions of the Government and in keeping with the felt requirements of the Department. The Sub-committee shall complete its assignment by or before 28th of February, 2025.
- iii. To recommend the number of each title to be purchased.
- iv. To recommend purchase of a book(s) or reading material essential for public libraries of the J&K from user standpoint.

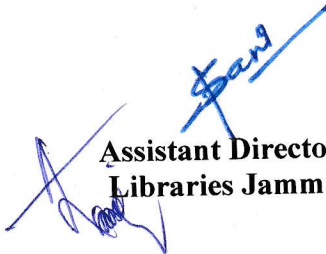
The Sub-committee is authorized to co-opt any library professional (Classifier, Cataloguer, Librarian, Junior Librarian) or an expert or any official of the two divisions for assistance as per requirement.

**Sd/-
Director,
Libraries & Research, J&K**

No.: DL/Adm/(01)/2025/1743-51
Copy to All Members of the Sub-committee.
Copy also to:

Dated: 03 .02.2025

1. Deputy Director, Libraries, Jammu.
2. Deputy Director Libraries & Research, Kashmir.
3. Private Secretary to Secretary to Government, Department of Culture, Civil Secretariat, Srinagar/Jammu for kind information of Secretary.
4. Order File/Stock File.


**Assistant Director
Libraries Jammu**