



KULSWAMI MEDICAL FOUNDATION'S

# ANANTRAO KANASE HOMOEOPATHIC MEDICAL COLLEGE & HOSPITAL

(Recognized by -Central Council of Homoeopathy, New Delhi &  
Affiliated to Maharashtra University of Health Sciences, Nashik)

Alephata , Tal – Junnar, Dist – Pune, Pin– 412411, Tel- 7028196080, E-mail-akhmcr@hotmail.com, Website-www.akhmc.org

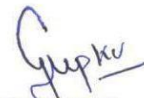
Principal : Dr. GHOLAP K.V. M. D. (Hom.),CCMP.

## CENTRAL LIBRARY

Sr. No. (3A)	Particular	Description
1.	Space (in Sq. mtr.)	130.07 sq. mtr.
2.	Total no. of Books	6050
3.	CCH/CCRH and Govt.. Publication	Yes
4.	Book Bank	Yes
5.	No. of Journal (Indian/Foreign)	23
6.	Back Issue	02
7.	News Paper	04
8.	Photocopy Facility	Available
9.	Cataloging	Available
10.	Number of Books purchased in last academic year	11
11.	Number of Journal purchased in last academic year	2
12.	Name and qualification of Librarian	Mrs. Shelke Manisha D., (B.Com. B.Lib.)
13.	Name and qualification of Assistant Librarians	Mr. Auti Onkar B. (B.Com.) Mr. Dighe Savita K. (M.A.)
3 B	Digital Library	Available

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## CENTRAL LIBRARY

### READING ROOM FACILITIES :

Separate reading room facilities is provided

For Boys & Girls

- \* All necessary arrangement like seating  
Arrangement, light and ventilation are provided
- \* Boys Reading Room
- \* Girls Reading Room.
- \* Staff Reading Room.
- News Paper reading Section
- Magazine Reading Section
- Periodical Section
- Digital Library
- \* Reading time = 09.00 am to 05.00 pm

### TIME & WORKING :

Daily (Monday to Saturday)

09.30 am to 01.00 pm

01.30 pm to 05.00 pm

### NO. OF BOOKS

Total books in Librar = 6050 Books

a) Previous Books in Library = 6039 Books

b) New Added books = 11 Books

c) Cost of Previous Books = 12,85,958/-

d) Cost o Newly added books = 6265/-

e) write off books = 1331 Books

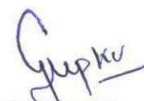
f) Total Books include write off books = 7381 Books

- \* List of Library Books is enclosed.

### SYSTEM OF CATALOGING :

Subject Catalogue – available



  
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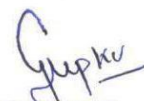
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## CENTRAL LIBRARY

NO. OF JOURNAL IN LIBRARY	:	23 Journal (List is enclosed)
SUBSCRIBED JOURNAL	:	We have made lettering correspondence to Various editors for the annual subscription.
BOOK BANK	:	Available
LIBRARIAN	:	We have appointed eligible qualified Librarian Mrs Shelke Manisha D., (B.Com. B.Lib.) Mr. Kasal Varsha (B.Com.) Mr. Dighe Savita K. (M.A.)
REGISTER & RECORDS	:	All registers like - 1) Accession Register 2) Subject Catalogue 3) Departmental issue registers 4) Student issue register 5) Staff Issues Register 6) Reading Room Register 7) Daily newspaper register 8) Monthly journal register 9) Book bank register 10) Audio-video cassette register 11) Books write of register 12) Library card issue register 13) Dead Stock register
RULES OF LIBRARY	:	Yes, maintained.
ANNUAL PHYSICAL VERIFICATION	:	Done



  
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## CENTRAL LIBRARY

### List of the Newspaper

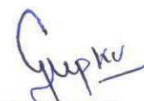
Sr. No.	Name of the Newspaper	Description
1.	Dainik Sakal	Daily
2.	Time of India	Daily
3.	Dainik Lokmat	Daily
4.	Pudhari	Daily

### LIST OF THE LIBRARY JOURNALS

Sr No.	Name of Journal	Publish
1	Homoeo Times	Chennai
2	The Homoeo Heritage	New Delhi
3	Nisargopchar Varta	Pune
4	University News	New Delhi
5	Homoeopathy For All	New Delhi
6	Advancements in honoeopathic research	New Delhi

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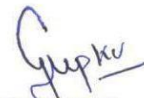
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## CENTRAL LIBRARY

7	Vital Informer	New Delhi
8	Homoeo Shri	Bhopal
9	Medical Darpan	Bulandshahar(UP)
10	Pharma News	Bulandshahar(UP)
11	Pharma Darpan	Bulandshahar(UP)
12	East & West series	Pune
13	Aphorismi	Kharkhar
14	All India Homoeopathic Journal	Kanpur
15	Homoeopathy The Friend Of Health	Tamilnadu
16	Phytopharm	New Delhi
17	JAPI	Mumbai
18	The Lancet psychiatry	N.America
19	Indian Clinical Psychology	Chandigarh
20	New Life Era	Bhopal
21	Homoeopathic Medical Panorama	Kerala
22	Homoeo Tarang	Patana
23	Arogya Patrika	Pune

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### Rules & Regulation For Library

➤ **Cleaning :**

- Cleaning all the furniture, tables, chairs, cupboards from outside to be cleaned everyday
- Flooring to be cleaned twice everyday.
- Walls to be cleaned every 15 days.
- Windows, doors to be cleaned every week.
- Cleaning should be done between 08.00 am to 09.00 am everyday.
- Electrical fittings to be cleaned every month. (i.e. fans, tubes etc)
- Cupboards to be cleaned from inside every 6 months.
- A check list muster to be maintained in the library mentioning the check list of cleaning schedule of the library articles.

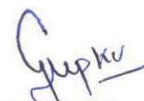
➤ **Borrowing Rules: (Issuing the book)**

- Privilege is given to faculty visiting faculty, Research faculty, Students & who are registered in the Library.
- Books to be issued only against the institution Id-card.
- Reference books unbound issues of journal periodicals, newspaper are not issued out of the library to anybody.

➤ **Borrowing Privilage:**

Name	No.of Books	Renewal Deadline
Teachers (Dept)	15	15 days
Teachers	02	15 days
Students	02	15 days



  
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### ➤ Renewal Rules:-

- An issued book has to be renewed on 15<sup>th</sup> day after the date of issue.
- Maximum of 3 times renewal can be done.
- If the book is been rescrued by other person then the book cannot be renewed.

### ➤ Fine Rules:

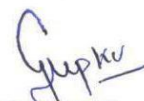
If the book is not returned to the library within the stipulated time. An overdue charge for Rs.5/- will be charged per day.

### ➤ Rules for students.

1. In case a Reader loses a book he/ she should replace the book. In case the book cannot be replaced; The current price of the book will be paid by the borrower.
2. The college Leaving Certificate or Transfer Certificate will be issued to student only after he/ she has returned all the Library books and cleared all library dues.
3. Reader's ticket must be renewed every year as notified.
4. First year students should get their Reader's Ticket issued from the library by the prescribed date. No Reader's Ticket will be issued to any student after this date. However, only in special cases or under genuine circumstances the Reader's Ticket will be issued to the students after obtaining the Principal's permission.
5. When Books are issued, students should check the pages of the issued books and if pages are found missing, they should report the same to the Librarian before leaving the Counter. On returning the books, if pages are found missing, then the last borrower of the book shall be held accountable for the missing pages and shall accordingly be fined.

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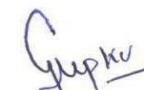
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6. Students are required to handle books and reading material very carefully. Marking library books with pencil or ink, tearing the pages or spoiling the same in any other way will be viewed very seriously. In such case, the last reader will be held responsible unless he shows the Librarian at the time of issue that the book had been previously marked or damaged. In the event of damage of any kind, the last reader will be liable to compensate for damage. Books will have to be replaced.

### List of Furniture

Sr. No.	Particular	Quantity
1.	Book Rack	12
2.	Wooden Table (Big)	11
3.	Office Table	01
4	Stool	12
5.	Chair	100
6.	Ceiling Fan	10
7.	Dustbin	02
8.	Tube Light	14s
9.	Newspaper Reading Stand	01



  
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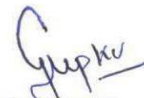
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## CENTRAL LIBRARY

### DEPARTMENTAL RECORD & REGISTERS

Sr. No.	Name	Qty.
1	Accession Register	08
2	Subject Catalogue	13
3	Departmental Issue Register	01
4	Staff Issue Register	01
5	Student issue Register	06
6	Reading Room Register	02
7	Daily Newspaper Register	01
8	Monthly Journal Register	01
9	Book Bank Register	03
10	Audio-Video Cassette Register	01
11	Book Write off Register	01
12	Dead Stock Register	01
13	Fine Register	01
14.	Daily Issue- Return Register	01
15.	Staff Reading Room Register	01



  
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