



हिमाचल प्रदेश केंद्रीय विश्वविद्यालय
Central University of Himachal Pradesh

(Established under Central Universities Act 2009)

शाहपुर परिसर, शाहपुर, जिला कांगड़ा (हि.प्र.) - 176206

Shahpur Parisar, Shahpur, Distt. Kangra (HP) - 176206

Website: www.cuhimachal.ac.in



File No: LIS/1-4/CUHP/21/263

Dated: 17-12-21

To,
Prof. Khem Chand
Incharge Library
Central Library
Himachal Pradesh University
Summer Hill, Shimla - 5

Subject:-Department of Library and Information Science, CUHP – Internship to M.Lib.I.Sc
2021-22 (One Year) Students – Reg.

Sir,

While thanking you for your kind gesture and cooperation in extending the Internship facility to the students of our Department, I am sending the following M.Lib.I.Sc students to work under you as Internees. I request you to kindly guide them and they will be under your Supervision. Further the students are advised to report to you by **20 December, 2021** and they will be attending the complete period of one month (20.12.21 -20.1.22 from the date of their joining.

Sr.No.	Name of the Students	Father Name	Roll No.
1	ABHISHEK	SH.KULDEEP KUMAR	CUHP21MLIB02
2	MANISH KUMAR	SH.AVTAR SINGH	CUHP21MLIB08
3	RAHUL VERMA	SH.SURESH PRASAD VERMA	CUHP21MLIB11

The Internees may please be given an opportunity to work in each and every section of your Library / Information Centre to enable them to gain exposure to the library and hands on experience to all jobs in computerized Sections as well.

The students are instructed to follow the rules and regulations of your esteemed Library. They will be under your Supervision and guidance. Please help them in learning the library routines / jobs to enable them in their career building.

I thank you once again for your graceful support to the Department and to the Library & Information Science Profession.

Thanking you,

With regards,


Head,
विभागाध्यक्ष, पुस्तकालय एवं सूचना विज्ञान विभाग
Head, Department of Library & Information Sciences
हिमाचल प्रदेश केन्द्रीय विश्वविद्यालय
Central University of Himachal Pradesh
अस्थायी शैक्षणिक खण्ड/Temporary Academic Block
शाहपुर, कांगड़ा (हि.प्र.)/Shahpur, Kangra (H.P.)-176206



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Website: www.cuhimachal.ac.in



Dated: 10-12-21

File No: LIS/1-4/CUHP/21/279

To
Dr. Devendra Kumar Sharma
Deputy Librarian
CUHP,
Shahpur Parisar, Shahpur,-176206

Subject:-Department of Library and Information Science, CUHP – Internship to M.Lib.I.Sc
2021-22 (One Year) Students – Reg.

Sir,

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Sr.No.	Name of the Students	Father Name	Roll No.
1	AARTI	KEWAL KUMAR	CUHP21MLIB01
2	SIMRAN	MANGAL CHAND	CUHP21MLIB13
3	TAMANA DOGRA	BACHITER	CUHP21MLIB14

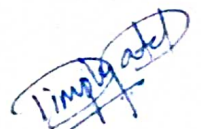
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आज़ादी का
अमृत महोत्सव

File No: LIS/1-4/CUHP/21/276

Dated: 17/12/21

**GUIDELINES TO THE INTERNSHIP STUDENTS OF M.LIB.I.Sc.(One Year).
2021-22**

The Internees are instructed to strictly follow the below given guidelines, while they are on Internship:

1. The Students have to follow the rules and regulations of the Institution / Library including the timings (working hours) where they join as interns. PUNCTUALITY has to be maintained in all respects. They have to obey the instructions and advice of the Librarian / Information Officer.
2. To maintain good relations with the Staff and Users of the Library. Never indulge in any sort of unnecessary interferences in institutional affairs.
3. Do not misuse the facilities extended to you by the Librarian / Institution.
4. Observe carefully the Library routines and learn all routine jobs of LICs both computerized and manual.
5. Maintain a diary of events / consultations / academic observations every day.
6. Leave the Telephone Numbers of the Institution with the Department where you are provided the Internship facility including your Residential Address and Residential Telephone Numbers.
7. If you have any serious problem or if you need any further guidance, please contact the following Faculty Members:
 - 1 Dr.Dimple Patel ,Head,DLIS ,CUHP. Cell No.92185-49435
 - 2 Dr.Shivarama Rao K.,Associate Prof.,DLIS,CUHP. Cell No.86687-87506
8. The Student should submit a Report after completion of one month Internship along with the Attendance Sheet and Institution led Evaluation sheet. To the Head, DLIS, CUHP, for further process of Evaluation.

9. It is mandatory to carry your university ID card, Aadhar Card and COVID-19 Vaccination Certificate with you and produce them for screening / verification upon demand at the institution where you are doing internship.

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File No: LIS/1-4/CUHP/21/274

Dated: 17-12-21

To
Nitin Paliwal
Assistant Librarian
NIT, Hamirpur, Himachal Pradesh -177001

Subject:-Department of Library and Information Science, CUHP – Internship to M.Lib.I.Sc
2021-22 (One Year) Students – Reg.

Sir,

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Sr.No.	Name of the Students	Father Name	Roll No.
1	BABITA KUMARI	MADAN GOPAL	CUHP21MLIB06
2	PRIYANKA	DAULAT RAM	CUHP21MLIB10
3	SAKSHI KUMARI	SURESH KUMAR	CUHP21MLIB12

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With regards,

Head,



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File No: LIS/1-4/CUHP/21/275

Dated: 17/12/21

To
Naresh Singh Bhandari
Deputy Librarian
IIT, Mandi, Himachal Pradesh

Subject:-Department of Library and Information Science, CUHP – Internship to M.Lib.I.Sc 2021-22 (One Year) Students – Reg.

Sir,

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Sr.No.	Name of the Students	Father Name	Roll No.
1	AKSHAY KAPOOR	JITENDER KAPOOR	CUHP21MLIB03
2	AKSHITA	GIAN CHAND	CUHP21MLIB04
3	ANKITA KUMARI	NARESH KUMAR	CUHP21MLIB05

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