



4.3.2: Total number of textbooks, reference volumes, journals, collection of rare books, manuscripts, Digitalized traditional manuscripts, Discipline-specific learning resources from ancient Indian languages, special reports or any other knowledge resource for library enrichment.

The Mahila Homoeopathic Medical College has a centrally located library that is equipped with high-quality furniture and resources.

The library was constructed in 2002 and is characterized by its ample space, high-quality furnishings, and excellent ventilation. It promotes a conducive learning environment for students during reading and learning activities. The reading room has a capacity of 100 students.

The central library has a stack area of 137.39 square meters and a staff reading room of 101.4 square meters, making a total size of 170 square meters. The library operates from 9:00 am to 6:00 pm. In addition to this, there are 13 departments, including the Homoeopathic Medical College, which has its own departmental library. Below is a comprehensive list of library resources:

- 1) The policy and procedure for preserving records of book issues and returns at the library are as follows.
- 2) Upon acceptance of a student, a library card is issued based on their roll call number.
- 3) Students are permitted to borrow a single book from the library using their Identity card, but they are only allowed to keep it for one day.
- 4) At any one moment, each student is allowed to borrow a maximum of one book from the library, provided they provide their library borrower card. The problem persists for duration of 7 days. If a student wishes to extend the borrowing period of a book beyond the due date, they must renew it for an additional 7 days. However, for a certain book, this technique can only be followed twice.

In the event that the borrowed book is not returned or renewed by the specified due date, the library imposes a charge of Rs. 2 per day.

When returning a borrowed book, the library head updates the book card and register to keep a record.

The procedures governing the borrowing and return of books are same for instructors.

