

## Delegation of Power - Library

Sl. No	Subject	Delegation
1.	Purchase of books	AGM (Services), with report to next higher authority
2.	Subscriptions to newspapers, journals, report, software packages, online subscription for any package/journal, magazine, facility and any material/documents required for users, library software packages, etc. within overall limit of the approved budget for the library.	AGM (Services), with report to next higher authority
3.	Other usual payments within approved budget	AGM (Services), with report to next higher authority
4.	Books purchase payment within approved budget	AGM (Services), with report to next higher authority
5.	Weeding/writing off of books/documents and sale of old books/newspapers/journals, other old material, etc.	AGM (Services), with report to next higher authority

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Handwritten signature and initials, possibly 'R. S. M.' and 'R. S. M.', with a horizontal line through the signature.



Handwritten initials, possibly 'R. S. M.', written in a cursive style.