

Sant Gadge Baba Amravati University, Amravati
Knowledge Resource Centre

Book Allowance Scheme

1. Introduction

Research plays a pivotal role in developing nation. It is expected that universities in higher education should not only focus on research but provide motivation and guidance across all the subject discipline. Rather than teaching only, society oriented research needs to be valued. National Education Policy, 2020 defines University as "a multidisciplinary institution of higher learning that offers undergraduate and graduate programmes, with high quality teaching, research, and community engagement". It is quite visible that apart from teaching, a significant degree of research is desired from universities.

Apart from the research, teachers should be part and parcel of the reading culture so as to become apt citizen of knowledge based society. The habit of reading is central to the development of reading culture. Good researchers are often been the product of such advance system. Since university is apex organization within its geographical institution, it bears the extra responsibility to develop reading habits of stakeholders and thus influence the research activities in the campus. In this context, Knowledge Resource Centre (KRC) intends to provide Book Allowance Scheme for the teachers of the University.

2. Scheme

The name of the scheme will be 'Book Allowance Scheme for Teachers'. The Book Allowance means the teachers of the University will be allowed to keep books permanently without bearing any accountability to them and the cost of these books would be borne by the University.

3. Objective

The scheme is proposed to run with following objectives

- To promote the institutional research among the teachers
- To promote love for books and improve reading culture among teachers
- To provide motivation to develop personal library among the beneficiaries of the scheme

4. Beneficiary of the scheme:

Full time permanent and approved teacher working in the departments/centres of the University campus will be the beneficiary of the scheme.

5. Budget Limit for purchasing books

The teachers are allowed to purchase books per year within the given limits of Rs. 2000.

6. Budgetary Provision

The financial provision for the scheme will be made from the Budget Head Part II- Development Payment (4) General Fund (C) KRC (i) Books.

7. Process

1. Any beneficiary can purchase the books they like from any shop at any place within the limits specified as above.
2. After purchasing the books within allowed limits, the beneficiary should have to submit the invoice/bill to the Director, Knowledge Resource Centre along with the books for necessary process. Moreover, the beneficiary shall have to submit the acknowledgement as given in Appendix A.
3. The beneficiary should have to submit books to the KRC for necessary process after which he/she can keep the book forever in his/her personal library.

4. There is no need to consider the discount rate while purchasing the books. However, the books should be purchased as per the printed price on books.
5. The Knowledge Resource Centre shall have to submit the invoice to the finance section without accessing of the books.
6. The payment will be made from the budget head of the KRC- Part II – Development – Payment (4) General Fund C) Knowledge Resource Centre (i) Books.

The beneficiary need not to submit the books purchased under this scheme to the KRC. The books are strictly for developing personal library and will be the property of the beneficiary.

8. Rules and Regulations

- 1) The scheme is applicable to all the teachers of the various departments/centres of the university.
- 2) The invoice of purchased books shall be submitted to the Director, KRC on or before 31st January every year.
- 3) The invoice received after the date given above will not be entertained by the KRC for further necessary action.
- 4) The beneficiaries can purchase books any number of times within the given limits of fund.
- 5) Books purchased under this scheme should not be in the category of guides and notes.
- 6) Beneficiary can purchase only one copy of any title. The multiple copies of the same will not be allowed.
- 7) It is expected that the purchased book shall be a quality one.
- 8) Repeated titles will not be allowed for the purchase under the scheme. It will be the sole responsibility of the beneficiary to select different titles for purchase.
- 9)

Director,
Knowledge Resource Centre

L- 1272

Appendix A

Sant Gadge Baba Amravati University, Amravati
Knowledge Resource Centre

To
The Director,
Knowledge Resource Centre
Sant Gadge Baba Amravati University, Amravati

Dear Sir

Received the following books from the Knowledge Resource Centre of the University under the Book Allowance Scheme on _____. I declare that purchased book/s are quality one/s and will be kept in my personal library for my personal use.

Sr. No.	Title	Author	Publisher	Copy

Date:

Signature of the beneficiary

Name:

Designation:

Department/Centre: