

Office of the Principal

Govt. Degree College Chintpurni (PO. Bharwain) Tehsil Amb Distt. Una-177109

E Mail: gdcchintpurniji@gmail.com

Mobile: 9418400027

No.:- EDN-GDCC/Library/2025 -

Dated. 30.12.2025

To

The Director of Higher Education
Himachal Pradesh, Shimla-1

Subject:- Regarding Grading/Rating of Libraries of Department of Higher Education Himachal Pradesh.

Respected Sir,

With reference to your office letter No.: EDN-HE (15)B(1)-2023-GRADING/RATING dated 10.12.2025 on the subject cited above is being sent your respective office for your information and necessary action.

Thanking you,



Principal

Govt. Degree College
Chintpurni Distt. Una (H.P.)
GDC Chintpurni Una
DDO Code : 266

Self Assessment Proforma For Grading & Rating of College Libraries in HP**Self-Assessment Proforma for Level-I****Name of Institution:-**

Sr. No.	Criteria	Minimum Requirement	Library Resource as claimed by the Institutions	Library Resource as reported by the committee and basis thereof
1.	Printed Books	250	470	
2.	Newspapers	At least 3	5	
3.	Magazine Subscription	At least 3	3,100	
4.	Reading Space	At least 15 users	32	
5.	Operational Time	At least 07 hour per day	Yes	
6.	Drinking water and toilet facility to readers	Yes((both for male and female separately)	Yes	
7.	Reading Space Occupancy	80% of total seating capacity or fully occupied	Yes	

Self-Assessment Proforma for Level-II**Name of Institution:-**

Sr. No.	Criteria	Minimum Requirement	Library Resource as claimed by the Institutions	Library Resource as reported by the committee and basis thereof
1.	Printed books	750 or more		
2.	Newspapers	At least 5		
3.	Magazine subscription	5 or more		
4.	Research Journal	2 or more		
5.	Reading space adequate for users	40 or more		
6.	Books issued per week	50 or more		
7.	Operational time during working days	At least 9 hours		
8.	Drinking water and toilet facility to readers	Yes((both for male and female separately)		
9.	Updated editions of text and reference books of each subject	Yes		
10.	Library Management Committee	Yes		
11.	Reading space Occupancy	80% of total seating capacity or fully occupied		

(Annexure "B")

Undertaking by Librarian/Assistant Librarian/Library Incharge

I Neelam Kumari hereby undertake that the information/data filled in self Assessment Proforma has been personally checked by me and has been found correct and it is as per available library resources as on date _____.

Neelam Kumari (Neelam Kumari)
Name & Signature of Librarian/Assistant Librarian/
Library Incharge

Undertaking by College Principal

I Dr. Sanjay Kumar Singh hereby undertake that the information/data filled in self Assessment Proforma has been personally checked by me and has been found correct and it is as per available library resources as on date 30.12.2025

Sanjay Kumar Singh
Signature of Principal
Name with Stamp of College
Govt. Degree College
Chintpurni, Distt. Una (H.P.)
DDO Code : 266