

**Ref. TSMC/2026/07/06/LC-3****Date. 06.07.2026****OFFICE ORDER****Reconstitution of Library Committee**

In supersession of all previous Office Orders issued on the subject and in pursuance of the administrative requirements of Tripura Santiniketan Medical College & Hospital, the **Library Committee** is hereby reconstituted with immediate effect to strengthen the development, management, and effective utilization of the Central Library in accordance with the guidelines of the National Medical Commission (NMC).

The reconstituted committee shall consist of the following members:

Sl.	Name	Designation	Role in Committee
1	Prof. (Dr.) Ranjit Kumar Das	Principal	Chairperson
2	Prof. Dr. Asim De	MSVP	Member
3	Prof. (Dr.) Akhtaruzzaman	Prof. & HoD, Anatomy	Member
4	Prof. (Dr.) Tanuja Bhattacharya	Prof. & HoD, Microbiology	Member
5	Prof. (Dr.) Sajal Kumar Gupta	Prof. & HoD, Psychiatry	Member
6	Prof. (Dr.) Nanigopal Tripura	Prof. & HoD, Radiodiagnosis	Member
7	Prof. (Dr.) Swapan Sarkar	Prof. & HoD, General Medicine	Member
8	Prof. (Dr.) Asish Kumar Rakshit	Prof. & HoD, Obs. & Gynae.	Member
9	Prof. (Dr.) Sankari Roy	Prof. & HoD, Anaesthesiology	Member
10	Dr. Tamal Chakraborty	Asso. Prof., Community Medicine	Member
11	Dr. Santanu Roy	Associate Professor, ENT	Member
12	Dr. Priyotosh Banerjee	Assist. Prof., Pharmacology	Member
13	Mr. Devanand Priyadarshi	HR Head	Member
14	Mr. Arijit Mukherjee	Nodal Officer	Member
15	Ms. Payel Debnath	Librarian	Member Secretary

Functions of the Committee

The Library Committee shall:

1. Oversee the overall administration, development, and modernization of the Central Library.
2. Recommend procurement of textbooks, reference books, national and international journals, e-books, and other learning resources as per NMC norms.
3. Review subscription and renewal of print and electronic journals, databases, and digital learning resources.
4. Promote effective utilization of library facilities by students, interns, postgraduate trainees, faculty members, and researchers.
5. Monitor cataloguing, accession, circulation, stock verification, and maintenance of library resources.
6. Recommend measures for strengthening digital library services, institutional repositories, and online access to academic resources.
7. Review budgetary requirements and recommend procurement plans for library development.
8. Ensure proper maintenance of reading halls, internet facilities, computers, and other library infrastructure.
9. Periodically review library activities and recommend measures for continuous quality improvement.

The Committee shall meet at least **once every quarter** or more frequently, if required.

This Office Order shall come into force with immediate effect and supersedes all previous orders issued in this regard.



Sd/-

Prof. (Dr.) Ranjit Kumar Das
Principal, TSMC&H

Copy to:

1. The President
2. MSVP
3. All Heads of Departments
4. All Committee Members
5. Office File



PRINCIPAL

TRIPURA SANTINIKETAN MEDICAL COLLEGE & HOSPITAL