



पांडिच्चेरी विश्वविद्यालय / PONDICHERY UNIVERSITY

आनंद रंगपिल्लै ग्रंथालय / ANANDA RANGAPILLAI LIBRARY

பேராசிரியர் பிரமோத் சிங்

பல்கலைக்கழக நூலகர் பொறுப்பு

आचार्य प्रमोद सिंह

विश्वविद्यालय ग्रंथालयाध्यक्षा प्रभारी

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Ref: PUL//IT Sec./ID Cards/2021-22/ 1188


Date : 13/10/2021

E-CIRCULAR

ISSUE OF RFID ID CARDS

RFID based Identity Cards will be issued to the Scholars who were admitted during the academic year 2020-21 and 2021-22 as per the following SOP due to the Pandemic situation :

- i) All the departments may receive the required number of Library Membership Applications from the Library.
- ii) All the filled-in application forms of the Scholars should be attested by the HODs and the same may be submitted to the Library by the respective departments.
- iii) RFID ID card will be prepared by the Library for the submitted applications only, using the details available in Library SAMS Login.
- iv) A hard copy of the details of the Scholars will be sent to the respective departments for corrections, if any.
- v) Scholars are instructed to carefully go through the details provided in hard copy and ensure the correctness of details. **Once the RFID ID card is printed, even a single letter correction is not permitted. Any correction in the ID card will be treated as issue of Duplicate ID card with a nominal fee of ₹ 200/- (Rupees Two Hundred Only).**
- vi) The details of the Scholars as per the corrected hard copy will be entered in the Library Management System, LIBSYS and the RFID ID card will be printed.
- vii) The printed RFID ID cards will be handed over to the Head of the respective departments with a request to distribute to Scholars to avoid clustering in the Library.


UNIVERSITY LIBRARIAN (i/c)

To : All the Head of the Departments

Copy to : The Head, Computer Centre, with a request to host the same.