MANIFESTO

I, **Deepak Singh (113190001)**, if elected for the post of **Joint Secretary (Library & Publication)**, propose to do the following:

Basic Duties:

- 1. Will keep proper record of books
- 2. Will ensure return of books on time
- 3. Will ensure that books are not misplaced & damaged(if so fine will be collected)
- 4. Will remove all redundant stuff in the library to make the conditions more livable.
- 5. Will solve different issues related to library as soon as possible.

Key Initiatives:

- 1. Will increase the number of the Books in the IEOR Library.
- 2. Will improve online library system with the help of web & comp. secy.
- 3. Will ensure the availability of business magazine/ news-paper in the Library.
- 4. Will provide useful soft copies of notes for different courses.
- 5. Will keep various useful Tutorials & Video-Lecture.
- 6. Will ensure the availability of previous year exam-papers if permitted by course faculty
- 7. Will ask for frequent suggestions regarding the library facilities.
- 8. Will try to initiate for department magazine.

Credentials:

- I was an active volunteer in organizing ISCI-2012 event.
- I participated in Tech-Fest 2012.

Created by:

Deepak Singh 113190001 MTech First Year IEOR Department