

## PERSONALIZED RESEARCH SERVICE

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- Reference Service via Telephone, E-mail, Fax, Letter and in Person
- On request the librarians would be glad to assist in identifying, locating and providing print and online material on specific topics of interest
- Preparation of topical Info pack of articles for distribution during conferences or meetings.

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## FSSAI LIBRARY AND RESOURCE CENTRE (LRC)

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## LIBRARY PROFILE

The FSSAI Library and Resource Centre plans to have an extensive collection of print and electronic resources on Food Security, Food Safety and related subjects. Our aim is to provide access to current and reliable information to the staff, research scholars and subject specialists of the organizations and to create an information network across the country so that the public, consumers, Panchayats etc receive rapid, reliable and objective information about food safety and issues of concern.

## MEMBERSHIP AND THE MEMBERS RESPONSIBILITIES

- Membership is open to staff of FSSAI at Headquarters, Regional offices and Laboratories, on a yearly basis.
- Members can be enrolled by filling a membership form available in the library after authentication by the Administration section. They would also issue NOC to the staff.
- The Borrower's card is not transferable.
- A member is responsible for all material borrowed on his/her card.
- Loss of membership card or change of address should be reported immediately.

## LOST OR DAMAGED BOOKS AND FINE

- Lost or damaged books must be paid for at cost of replacement or as determined by the library.
- Re. 1 per day, per book will be charged after the due date. Repeated late return of a book may result in curtailing borrowing privileges.

## LIBRARY RESOURCES

- Books for Borrowing
- Newspapers
- Magazines
- Reference Service
- Online databases
- Info Pack of Articles
- Access to the resources of Delhi University Library, National Institute of Nutrition, Developing Libraries Network, The American Library, The British Council Library and other local libraries.

## PRIVILEGES FOR MEMBERS

- Two books at a time to be loaned for a month.
- Back issues of magazines to be loaned for a fortnight
- Book reservation
- Facility for group or individual orientation to Library Resources.
- Newspapers, current issues of magazines and reference books are for use in the library only and not for loan.
- Photocopies of articles and other reading material to be provided on request..