

**Government Degree College Kaffota**  
**District Sirmaur, Himachal Pradesh**  
*Ranking of Government Colleges in HP*

**Criterion 3 Infrastructure & Resources**

**Key Indicator 3.2 Library Facilities**

**Metric 3.2.iv Seating Capacity in the Library**



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# Seating Capacity in the Library

No. of Chairs in Library	Total Number of Students in College	Seating Capacity in % of total Strength
60	243	24.69

(Annexure "B")

**Undertaking by Librarian/Assistant Librarian/Library Incharge**

I Vikram Singh Malhotra 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 01-08-2024

[Signature]  
Incharge Library  
Signature of Librarian/Assistant Librarian/  
Library Incharge  
Name:-

**Undertaking by College Principal**

I Dr. Rajesh Trehan 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 01-08-2024.

[Signature] 01.08.24  
Signature of Principal  
Name with Stamp of College  
Principal  
Govt. Degree College  
Kafota, Dist. Sirmaour (H.P.)

No. EDN-GDC (K) -99/2024

Office of the Principal

Govt. Degree College Kaffota

Distt, Sirmaur (H.P)

E-Mail-gdckaffota123@gmail.com

Phone No. 01704-273307, 273310

Dated: Kaffota-173029 the, 2<sup>nd</sup> August, 2024

To

The Director of Higher Education  
Himachal Pradesh, Shimla-01

Subject: -

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

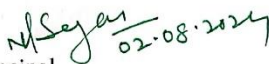
Respected Sir,

Kindly refer to your letter no. EDN-HE (15) B (1)-2023-  
GRADING/RATING Dated 27<sup>th</sup> July 2024 on the subject cited above.

In this connection, the information regarding Grading/Rating  
of Libraries as per SOP in the prescribed format is being sent for your kind  
information and further necessary action please.

Thanking You.

Encl:- Proforma & Undertaking.

  
Principal  
Govt. Degree College Kaffota  
Distt, Sirmaur H.P 173029  
Principal  
Govt. Degree College  
Kafota, Distt. Sirmour (H.P)

(Annexure "A")

Self Assessment Proforma for Grading & Rating of College Libraries in H.P

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	302	
2	Newspapers	At least 3	5	
3	Magazine Subscription	At least 3	3	
4	Reading Space	At least 15 users	60 Persons	
5	Operational Time	At least 07 hour per day	7 Hours	
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	50	

*M. S. Jaiswal*  
02.08.2024  
Principal  
Govt. Degree College Kaffota  
Distt. Sirmaur H.P 173029  
Principal  
Govt. Degree College  
Kafota, Distt. Sirmour (H.P.)

(Annexure "F")

### PHYSICAL VERIFICATION CERTIFICATE

It is certified that the Information/data filed in Self-Assessment Proforma of Govt. College Prof. A

has been physically verified and said college may be awarded level I.

Name & Signature:-

  
Head of committee Member 18/9/2024

Senior Most Principal  
From Cluster

  
Committee Member (1) 18/9/2024

Principal From Cluster  
College

  
Committee Member (11) 18/9/2024

Librarian/ Assistant Librarian  
From Cluster