

LIBRARY



CSIR Union Catalogue:-

<http://www.icast.org.in/UnionCatalogue/csirHoldings.html>

I) Profile:

The library is considered as the nerve centre of any R&D institute. Its role has changed from being a mere storehouse of books and journals to Library & Information centre (LIC)/ Knowledge resource centre (KRC). It is closely linked with the speed and direction of R&D. Some one has rightly said that Library can exist on its own but any research institute cannot exist without library.

The facilities which are extended by library comprises of Documentation Services, Inhouse Consultation, Inter-Library Loan, Retrospective Bibliographical Literature Search and Reprographic Services etc.

II) Staffs

SN	Name	Desig.	Phone(O)	Email	Qualification
01	Dr. A.P. Singh	Gr. IV(4)	0326-2388325	adalat.singh@rediffmail.com	M.Sc., Ph.D
02	Mr. Sanjeev Kumar	Gr.III (1)	0326-2388327	sanjeev_cfri@rediffmail.com	B.Sc., BLIS
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III) Journals:

Journals are the vital source of information for the scientific research and development. The number of journals at present is estimated to be ~ 250,000. Of these, ~ 25,000 are scientific, technical and medical journal, ~ 15,000 are refereed scholarly periodicals and ~ 12,000 are refereed scholarly periodicals which are available online. Journals titles are growing three folds every 15 years and their cost, 2.5 times every 10 years. Obviously no single library can afford to procure all journals even in a single discipline.

Journal Subscription of CIMFR LIBRARY (Digwadih Campus) in the year 2007

A) Foreign Journals:

S.N.	Name of Journals	Publishers Name
1.	A I Ch E Journal	John Wiley & Sons, Inc.
2.	CA Selects- Activated Carbon	CAS Journals M/s Chemical Abstracts Service, (USA) A Division of the American Chemical Society
3.	CA Selects – Catalysis (Applied and Physical Aspects)	
4.	CA Selects – Coal Science & Process Chemistry	
5.	CA Selects – Synfuels	
6.	CA Selects – Zeolites	
7.	CA Select : Catalysis Organic Reaction	
8.	Chemical Abstract - Applied Chemistry & Chemical Engineering Section	
9.	Analytical Chemistry	
10.	Energy & Fuels	American Chemical Society:
11.	Industrial & Engineering Chemistry Research	
12.	Carbon	Elsevier Journals
13.	Energy	
14.	Fuel	M/s Elsevier Science

15.	Fuel & Energy Abstract	
16.	Fuel Processing Technology	
17.	International Jr. Of Coal Geology	
18.	Int. Jr. Of Mineral Processing	
19.	Jr. Of Catalysis	
20.	Applied Catalysis (A & B)	
21.	Thermo Chemica Acta	
22.	Separation & Purification Technology	
23.	Coal Preparation	Taylor & Francis
24.	Hydrocarbon Processing	Gulf Publishing Co.
25.	Nature	Macmillan India Ltd., New Delhi
26.	Oil & Gas Journal	Pennwell corporation
27.	Science	AAAS
28.	Solid Fuel Chemistry	Allerton Press, Inc.
29.	Powder Diffraction Journal	American Institute of Physics, USA
30.	Chemical Engineering	Access Intelligence

31.	Coal Age	Primedia Publication
32.	Div. Of Fuel Chemistry: American Chemical Society (American Chemical Society Division of Petroleum Chemistry Preprints 2007)	American Chemical Society
33.	Water, Air & Soil Pollution	Springer Link (Formerly Kluwer)
34.	Chemical Engineering Progress	American Institute of Chemical Engineers

B) Indian Journals

S.N.	Name of Journals	Publishers
1.	Indian Jr. Of Chemistry – A	National Institute of Science Communication and Information Resources (NISCAIR), NEW DELHI
2.	Indian Jr. Of Chemistry – B	
3.	Indian Jr. of Pure & Applied Physics	
4.	Annals of Library & Information Studies	
5.	Indian Jr. Of Chemical Technology	
6.	Indian Jr. Of Engineering & Material Science	
7.	Journal of Scientific & Industrial Research	
8.	Journal of the Intellectual Property Rights	
9.	Bharatiya Vaigyanik: Anusandhan Patrika (H)	
10.	Down to Earth	

11.	Oriental Jr. Of Chemistry	Oriental Scientific Pub. Co., Bhopal
12.	Bulletin of Material Science	Indian Academy of Sciences, Bangalore
13.	Resonance	
14.	Current Science	
15.	Chemical News	Indian Chemical Manufacturers Association, Mumbai
16.	Resources Energy & Development (READ)	TERI, New Delhi,
17.	TERI Information Digest on Energy (TIDE)	
18.	TERI Newswire	
19.	TEDDY Teri Energy Data Direct. & Yearbook	
20.	TerraGreen	
21.	Regulateri	
22.	TERISCOPE	
23.	TERI Annual Report	
24.	SESI Journal of Solar Energy of India	
25.	DIGIT	Jasubhai Digital Media Pvt. Ltd., Navi Mumbai
26.	Indian Jr. Of Agricultural Chemistry	Indian Society of Agricultural Chemists, Allahabad
27.	Parliamentary Digest on Coal Industry	Business Information Bureau, New Delhi
28.	Iron & Steel Review	ISR Infomedia Limited, Kolkata

29.	Electronics for You	EFY Enterprises Pvt. Ltd., New Delhi
30.	Indian Jr. Of Environmental Protection	Kalpana Corporation, Varanasi
31.	Journal of Mines, Metals & Fuels	Books & Journals (P) Ltd., Kolkata
32.	VATIS Update – Waste Technology	Asian and Pacific Centre for Transfer of Technology, N. Delhi
33.	Asia- Pacific Tech. Monitor	
34.	Chemical Weekly	Sevak Publications, Mumbai
35.	Indian Jr. Of Hospital Pharmacy	The Indian Hospital Pharmacy Association, DELHI
36.	Environment Science & Engineering	Enviro Publishers Pvt. Ltd., Chennai
37.	Indian Journal of Forestry	Indian Journal of Forestry , Dehradun
38.	The Journal of the Indian Chemical Society	Indian Chemical Society, Kolkata,
39.	Tropical Ecology:	International Society for Tropical Ecology (BHU)
40.	Journal of Geological Society of India -	Geological Society of India, Bangalore
41.	IASLIC Bulletin, Vol. 51 (No. 1 - 4) - 2006	IASLIC, Kolkata
42.	Scientific American	Living Media India Ltd. , New Delhi

Bound Volumes (Journals):

464 titles of Bound Volumes of journals arranged alphabetically on 2nd floor of library building

IV) Books

Sl.No.	Period 2006-07		No. of books	Total No. of Books	
1.	English	Purchase	36	11717	
		Gift	12		
	Hindi	Purchase	103		
		Gift	01		
	Total		152		

V) Sections

1) **Books Acquisition**

Major activities of this section are:

- Receiving indents for the procurement of publications for various departments/sections
- Checking the indents and Duplicate checking
- Preparing the list of the processed books with bibliographical details for library & publication committee meeting
- After approval order is placed to registered vendors
- On arrival of books it is thoroughly checked for discrepancies.
- Passing the bill for payment
- Sending the procured publications to Processing Section for technical processing
- Attending queries for the purchase of publication
- Registration of vendors
- Maintenance of files and records for procurement
- Maintenance of expenditure details about books

2) **Technical Processing**

Major activities of this section are:

- Writing process slip for assigning call no. for the book received from the Acquisition section.
- Checking the process slip with the Computerized Catalogue
- Assigning call no. for the book with the help of UDC Scheme
- Arranging the library book along with other processed books to be displayed

3) **Library Administration & Maintenance**

Major Activities:

- Provide Administrative support to the Library staff
- Personnel Administration
- Audit Coordination

4) **Journal Acquisition & Information**

Major Activities:

- Procurement of journals
- Inviting Invoices from the Publishers/Indian Agents and processing for payment
- Tracking the supply position of Current Journals
- Sending the drafts received from the Accounts to the respective Publishers/Indian Agents

- Registration and display of journals received
- Sending reminders for Non-Receipt of journals
- Attending queries pertaining to journals
- Correspondence with various Publishers/Agents/Departments
- Monitoring expenditure on journals

5) Book Bank

The Book Bank is located at the 1st floor of Library building

Facilities Available:

- Books under various subjects
- Reading tables
- Issue/return of books

6) Circulation Desk

Major Activities:

- Membership:
 - a) Enrolment and Issue of Membership pass book
 - b) Issue of Duplicate passbook if required
 - c) Cancellation & Issue of No dues certificates
- Issue of Books/Journals
- Return/Renewal of Books/Journals/Diskettes/CDs
- Reminders for overdue books
- Interlibrary Loan
- Issue of Temporary permits for external users
- Loss of Books
- General Enquiries

7) Stack Maintenance:-

Major Activities:

- Shelving of Publications
- Conducting Stock verification
- Tracing of untraced publications
- Informing authority about untraced publications
- Repairing of Books
- Assisting the users in tracing of publications
- Rectification of publications (books/ monographs)

8) Library Automation

Major Activities:

- Maintenance of systems at library
- Maintenance of LAN Networking system with in the library
- Coordination with Computer Centre as when needed
- E-Journals resources

9) Inter Library Loan

Major Activities:

- To develop library co-operation at local, regional, national & international level
- To arrange reprints for the scientist and other staffs
- To arrange consultation with other local libraries
- To get institutional membership
- To arrange books on interlibrary loan for staffs of CIMFR Digwadih campus.

10) Bindery & Preservation

Major Activities:

- Collection of Journals for binding.
- Send them for binding after preparing bindery slips and list.
- Generation of spine labels to be pasted for the journals bound.
- Releasing journals to the respective stack areas for reference and issue.
- Attending general enquires about journals.

VI) Other Services

In addition to all routine type of services the Library provides the following value added services.

- Inter - Library loan
- National / International Conference Alert Service
- Internet Access
- Document Delivery
- Retrospective Literature Search
- Photocopying

VII) Collections

The Collection of the CIMFR (Digwadih campus) Library is in the area of Fuel and its allied subjects are very strong. The Collection comprises mainly with books, theses, pamphlets, reports, current journals, back volumes, specifications, standards, patents, microfiche, microfilms, CD-ROM databases etc. The collection is heavily used by the Scientist & Technical staffs, students, industrial associates, project coordinators, special members, scholars etc.

a) Collection Development:

CIMFR (Digwadih Campus) Library continued building up its collection by acquisition of new books/ journals as per the requirements of the Scientists/ Staff Members of the various Departments. During the period under review (2006-07), the Library procured, processed and made available 152 books (48 English + 104 Hindi) and 13 books by Gratis. The total number of books available in the Library has risen to over 11,711.

Besides this, the Library subscribed to around 76 (34 Foreign + 42 Indian) national/ international scientific and technical journals and around 12 such journals were received on gratis. The library has bounded volumes of journals more than 35000 in number.

b) Computerized Catalogue:

The Computerized catalogue of Books 'Granthalaya' available in the Library is being used continuously by users and the total number of machine-readable records now stands at over 10,500.

Infrastructure of Library

1) Reading Space (Books)

It is located on the 1st floor of library building. The proper guide has been provided at the prominent place which is directly visible to the users and also the main subjects have been displayed on the end panel of each book shelves. This stack has the book collection basically on (Fuel and allied subjects, Chemistry, Coal, Geological Science, Civil, Electronics, Computer Science, environmental science etc.).

2) Reading Space (Current Journals)

The entire current journals received in the Library are displayed in specially designed Wooden Display Racks Kept in 1st floor 'current periodicals space' in alphabetical order.

3) Reading Space (periodical Back volumes)

It is located at 2nd floor of library building. The back volumes of the periodical are arranged alphabetically as per the titles. Various specification and reports are also available in the library.

VIII) Membership

The CIMFR (Digwadih Campus) Library enrolls members strictly only to the staffs. We also encourage other users to use our library with due letter of permission addressed to Director, CIMFR (Digwadih Campus), forwarding to the Head Library, mentioning the time duration to utilize library. The Details information can be had from In-charge-Library at the following address:

Head Library,
Central Institute of Mining & Fuel Research,
Digwadih Campus, P.O: FRI - 828 108,
Dhanbad, (Jharkhand)
Phone 0326 -2388325

General Rules for members

- All books must be returned on before the due date stamped.
- Books are required to be presented physically at the Counter for renewal.
- Members are required to deposit their bags/belongings at the entrance.
- Personal books and belongings (except for return/ reissue) are not permitted to brought inside the library

IX) E-journals

With the emergence of IT applications particularly Internet, there has been a major shift from traditional print journals to electronic journals (e-Journals) in view of many advantages of the latter, i.e. fast, easy, anywhere - anytime accessibility, sharability, hyperlink facility to related text, cost effectiveness and obviation of the storage problem encountered in the case of print journals.

CSIR E-Journals Consortium

The e-journals consortium is IP based and will not allow 'PDF download' if computer has proxy server.

Web address: <http://202.54.99.7/ejournal/ejournalhome1.htm>

Coordinator: Mr.Prakash Chand, NISCAIR, 14-Satsang Vihar Marg, New Delhi - 67

Ph: 011-26960465

email: prakashc@niscair.res.in pchand_insdoc@yahoo.com

The following publishers e-Journals are accessed by CIMFR, Digwadih Campus, through CSIR e-Journals consortium.

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| 1. American Chemical Society (ACS) | http://pubs.acs.org |
| 2. Science Direct (Elsevier) | www.sciencedirect.com |
| 3. Emerald | http://www.emeraldinsight.com |
| 4. IEEE | http://ieeexplore.ieee.org |
| 5. John Wiley | http://interscience.wiley.com |
| 6. Oxford University Press (OUP) | http://www.oxfordjournals.org |
| 7. Royal Society of Chemistry (RSC) | www.rsc.org |
| 8. Springer | www.springerlink.com |
| 9. Taylor & Francis | http://journalsonline.tandf.co.uk OR |
| | http://www.informaworld.com |
| 10. Cambridge University Press (CUP) | http://journals.cambridge.org |
| 11. Blackwell | http://www.blackwell-synergy.com |

Recently some more publishers have been included in CSIR E-Journals Consortium which are:

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|---|---|
| 1. Web of Science | http://portal.isiknowledge |
| 2. Derwent Innovative Index (DII) | http://portal.isiknowledge |
| 3. Association of Computing Machinery (ACM) | http://portal.acm.org |
| 4. Delphion | http://www.delphion.com |
| 5. Nature | http://www.nature.com |
| 6. Indian journals.com | http://indianjournals.com |
| 7. Sage journals online | http://online.sagepub.com |

X) New additions

The New Additions to the Library is continuously displayed at regular intervals at New arrival display wooden rack for a period of fifteen days. After the period is over, the displayed publications are sent to the respective shelves. During the period, the new publications can not be borrowed but can be referred to within the Library against special request.

For further details, Please contact Head, Library.

XI) Standards & Reports Info

Library has the following Standards & Reports Information

1. Indian Standards / BIS (Available through LAN)
2. ASTM (Desktop version)

XII) Reference resources

Library has good reference collection and provides reference services to the members using these reference resources.

XIII) CDs

Library has good collection of CDs received with various journals like PC quest, EFY, Digit etc. It also has huge collection of encyclopedias on CDs.

XIV) Contact

For further information please/contact/write/fax/e-mail

The Director

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