



ASSAM
down town
UNIVERSITY

NAAC A+ Accredited & UGC 12(B) Status Holder

Assam down town University

Established Vide The Assam Act. No. VIII of 2010, Gazette No. LGL.9/2010/11

Promoted by: **down town**
Charity Trust

Memo No: AdtU/DRA/2025-26/033

Date: 25/03/2026

CIRCULAR

Allotment of Dedicated Space for Research Faculties in HNDB Central Library

This is to inform all concerned that a dedicated space/workstation is hereby allotted for the Research Faculties of AdtU in the **HNDB Central Library** to facilitate focused academic discussion and collaborative work related to their research projects.

Research faculties may utilize the **Reading Section of the Library** (3rd Floor, Bornadi Block K) for this purpose. The space is intended to provide a quiet and conducive environment where concerned members can engage in research discussions, review literature, prepare manuscripts, and work on ongoing or proposed research projects without disturbance. This area will also serve as a dedicated space for AdtU Research Fraternity's Intellectual work.

All users are requested to maintain the decorum and silence of the library while using the facility and ensure that the space is utilized strictly for academic and research-related activities.

The cooperation of all concerned in maintaining the academic environment of the library will be highly appreciated. A sign will also be placed in the hard copy form in the space of library meant for the Research Faculties. All visitors irrespective of user of dedicated space, or research scholars will follow the routine procedure of signing library register at entry and exit time.

Issued with due approval of competent authority.

(Dr. Nitul Jyoti Das)
Deputy Registrar (Academic),
Assam down town University.

Copy for favour of their information to:

1. Executive Secretary to Chancellor, AdtU
2. Asst. Manager- Office of Vice Chancellor, AdtU
3. P.A. to Pro-Vice Chancellor, AdtU
4. P.S. to Dean of Studies, AdtU
5. P.A. to Managing Trustee, dtCT



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6. P.A. to Resident Trustee, dtCT
7. **Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)**
8. Office of the Controller of Examinations, AdtU
9. All Officers (Admin/Academic/IT/Accounts/Admission/Marketing/Legal/
Placement/Library/ CLPPD/IQAC)
10. HR Office
11. **Notice Boards/Message Desk (For display)**
12. Office file (for record)



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