

RESULT FRAME WORK DOCUMENT (RFD) OF THE CENTRAL REFERENCE LIBRARY, KOLKATA
2014 - 2015

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Sl. No	Action	Success Indicator	Target					Result 2013-14	Reasons for shortfalls
			Excellent	Very Good	Good	Fair	Poor		
1.	Classification and Cataloguing of 14,000 books of different Indian languages during 2014 - 2015	Completion of processing of 14,000 books (Depending upon the receipts of books)	1.3.2015	31.3.2015	15.4.2015	15.5.2015	15.6.2015	Excellent. 14,000 books processed	Less books Received from National Library & shortage of staff
2.	Data entry of 14,000 records in Indian languages and roman script	Completion of data entry of 14,000 INB records	15.3.2015	31.3.2015	15.4.2015	15.5.2015	15.6.2015	Excellent.	
3.	Editing of monthly volumes from January 2014 to December 2014	Generated printouts of monthly INB is edited and completed the online corrections	15 days after the data entry in every month	20 days after the data entry in every month	30 days after the data entry in every month	45 days after the data entry in every month	60 days after the data entry in every month	Excellent. Completed	
4.	Printing of monthly volumes of INB	100 copies of 12 monthly INBs printed	15.4.2015	31.4.2015	15.5.2015	15.6.2015	15.7.2015	Excellent. 12 monthlies published.	
5.	Cumulation of Annual volumes of INB	1. INB A.V 2012 already published 2. Generation of INB A.V. 2013 is going on	December 2014	January 2015	February 2015	March 2015	April 2015	Excellent. INB 2011 & 2012, AV published. A.V. INB 2013 is ready for generation	