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06/06/2020

**FLORENCE TAYLOR MEMORIAL LIBRARY  
COLLEGE OF NURSING, CMC, VELLORE**

**REPORT OF THE ANNUAL INVENTORY – MAY 2020**

INV.Date: 11<sup>th</sup> – 16<sup>th</sup> May 2020  
House Keeping Boys two for 5 ½ Days.

We have done our Annual Inventory from 11<sup>th</sup> – 16<sup>th</sup> May 2020. We manually checked all the Books, Journals and Theses.

Total no. of Books -	10114
Theses -	1223
Journals -	3860

**LIST NO.1: REFERENCE BOOKS**

Checked and found 3 books missing.

**LIST NO.2: RESERVE BOOKS**

Checked and found 1 book missing.

**LIST NO.3. LENDING BOOKS**

Checked and found 2 books missing.

**LIST NO.4. THESES**

Checked and found correct

**LIST NO.5. JOURNALS**

Checked and found correct

**LIST NO.6. ENGLISH, FICTION, BIOGRAPHY & HISTORY**

Checked and found correct.

**LIST NO. 7. HOSTEL READING ROOM BOOKS**

Checked and found correct. (Total Books – 970)

**LIST NO. 8. NON BOOK MATERIAL ( Flash cards, Film Strips )**

Checked and found correct

Yours Sincerely

*Esther Aaron*

Mrs. Esther Aaron  
Senior Librarian

28/05/2021

**FLORENCE TAYLOR MEMORIAL LIBRARY  
COLLEGE OF NURSING, CMC, VELLORE**

**REPORT OF THE ANNUAL INVENTORY – MAY 2021**

We have done our Annual Inventory from 3<sup>rd</sup> – 8<sup>th</sup> May 2021. We manually checked all the Books, Journals and Theses and found no books missing.

<b>INVENTORY STATISTICS</b>		
<b>Year</b>	<b>2020</b>	<b>2021</b>
<b>Books</b>	10,114	10,266
<b>Journals</b>	3,860	3,893
<b>Theses</b>	1,223	1,251

**LIST NO.1: REFERENCE BOOKS**

Checked and found correct

**LIST NO.2: RESERVE BOOKS**

Checked and found correct.

**LIST NO.3. LENDING BOOKS**

Checked and found correct.

**LIST NO.4. THESES**

Checked and found correct

**LIST NO.5. JOURNALS**

Checked and found correct

**LIST NO.6. ENGLISH, FICTION, BIOGRAPHY & HISTORY**

Checked and found correct.

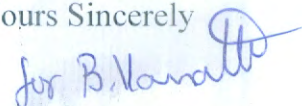
**LIST NO. 7. HOSTEL READING ROOM BOOKS**

Checked and found correct (Total Books – 969)

**LIST NO. 8. NON BOOK MATERIAL ( Flash cards, Film Strips )**

Checked and found correct

Yours Sincerely

A handwritten signature in blue ink, appearing to read "Mrs. Esther Aaron". The signature is written in a cursive style with a large, looped initial.

Mrs. Esther Aaron  
Senior Librarian



S.No	Name of the Equipment	Opening Stock	Current purchase	Condensed Consumed	Stock in Hand	S.No	Name
		4	-	-	4	32	Fan
01	Shotput	5	1	-	6	33	Olympic
02	DISCUS	2	-	-	2	34	Carro
03	Crowbar	1	-	(Condensed item)	<del>1</del>	35	Table
04	AB Summer	12	10	12	10	36	Volle
05	Shuttle Racquet	6	6	6	6	37	Bas
06	TT Racquet	3	-	-	3	38	Shu
07	Ring Tennis	5	-	-	5	39	Shu
08	Cricket Ball	26	-	-	26	40	FO
09	Chess Board Cotis	13	-	-	13	41	To
10	Chess Board	3	-	-	3	42	M
11	Target Board	3	-	-	3	43	L
12	Snake & Ladder	5	-	-	5	44	TI
13	Javelin (Men)	10	-	-	10	45	TI
14	Hockey Stick	4	-	-	4	46	SH
15	Cricket Bat	6	-	-	6	47	C
16	Stump	<del>2 Pairs</del>	-	-	2	48	C
17	Batting Pad	1	-	-	1	49	C
18	Thy pad	<del>2 Pairs</del>	-	-	2	50	C
19	Batting Gloves	1 Pair	-	-	1	51	C
20	Keeping Gloves	2	-	-	2	52	C
21	Guard	2	-	-	2	53	C
22	Bow	1	-	-	1	54	C
23	House Champion Trophy	1	-	-	1	55	C
24	Olympic Torch	1	-	-	1	56	C
25	Table	5	-	-	5	57	C
26	Flag post	5	-	-	5	58	C
27	Flag poles (House flag)	2	-	-	2	59	C
28	Ladies Cycle	5	-	-	5	60	C
29	Javelin Women	1	-	-	1	61	C
30	Cot CMC	1	-	-	1	62	C
31	Throwball Trophy	1	-	-	1	63	C

(to be Condensed Referred)



S.No	Name of the Equipment	Opening Stock	Current Purchase	Condoned Consumed	Stock in Hand
32	Fan	1	-	-	1
33	Olympic Stand	1	-	-	1
34	Carrom Board	6	-	1	5
35	Table Tennis Net	3	-	2	1
36	Volleyball	6	03	5	4
37	Basket Ball	5	-	2	3
38	Shuttle Cock Feather	8	-	8	-
39	Shuttle Cock Yonex	3	-	3	-
40	Foot Pump	2	-	-	02
41	Table Tennis Ball	-	15 Nos	15 Nos	-
42	Measuring Tape 50m	2	-	-	02
43	Lezrum	40	-	-	40
44	Throwball	5	03	4	4
45	Throwball Net	2	1	2	1
46	Shuttle Badminton Net	2	-	-	-
47	Starting Gun	1	-	-	01
48	High Jump post	1	-	-	01
49	Target Arrows	1 set	-	1 set	-
50	Table Tennis Table	2	-	-	02
51	Carrom Coins & Striker	10	-	-	10
52	Volleyball Net	1	1	1	1
53	Relay Batton	8	-	-	08
54	Clapper	1	-	-	01
55	Cross Bar (High Jump)	1	-	-	01
56	Drum (Band)	1	-	-	01
57	Senar	1	-	-	01
58	Symbol	50	-	-	50
59	Flag poles	1	-	-	1
60	Spices	2	1	-	3
61	Tennikoit Net	50 pieces	-	-	50 Pieces
62	Dhandiya stick	1	-	-	01
63	Measuring Tape 30 m	2	-	-	02
64	Starting Block				



S.NO	Name of the Equipment	Opening Stock	Current Purchase	Consumed	Stocks Hand.
65	Football	1	-	-	1
66	Tug & Was Rope	1	-	-	1
67	Victory Stand Plywood	1	-	-	1
68	TT Score Board	1	-	-	1
69	Badminton Code Adventure	-	-	-	-
70	Carrom powder	4 Box	-	2 Box	2 Box
71	Chess clock Nivia	4	-	-	04
72	1 feet pvc Crop Cone	20	-	-	20
73	Hoops Nylon Large	30	-	-	30
74	STOP WATCH	-	04	-	04
75	Carrom Board Stand	-	02	-	02



Condensed Equipment for the Academic Year 2018-2019

Carrom Board	- 1
Shuttle Bad	- 12
Volleyball	- 05
T T Net	- 02
Basket Ball	- 02 + 1
Throwball	- 04
Throwball Net	- 02
Target Arrows	- 01
Volleyball Net	- 01



SNO	Name of the equipments	Opening Stock	Current Purchase	Condemed amount	Stock in Hand	S.NO	Name of the
01	Shotput	04	—	—	04	32	Fan
02	Discus	06	—	—	06	33	Olympic
03	Crowbar	02	—	—	02	34	Carrom B
04	AB Slimmer	01	—	—	01	35	Table Te
05	Shuttle Racquet *	10	12	12	10	36	Volley ba
06	TT Racquet	06	06	06	06	37	Basket B
07	Ring Tennis	03	—	—	03	38	Shuttle
08	Cricket Ball	05	—	—	05	39	Shuttle
09	Chess Board Coins	26	—	—	26	40	Foot p
10	Chess Board	13	—	—	13	41	Table
11	Target Board	03	—	—	03	42	Measurin
12	Snake & Ladder	03	—	—	03	43	Leziurn
13	Javelin (Men)	05	—	—	05	44	Throwb
14	Hockey Stick	10	—	—	10	45	Throwb
15	Cricket Bat	04	—	—	04	46	Shuttle
16	Stomp	6	—	—	06	47	Startin
17	Batting Pad	2 Pairs	—	—	2 Pairs	48	High
18	Thy Pad	1	—	—	1	49	Targe
19	Batting Gloves	2 Pairs	—	—	2 Pairs	50	Table
20	Keeping Gloves	1 Pair	—	—	1 Pair	51	Carrom
21	Guard	02	—	—	02	52	Voll
22	Bow	02	—	—	02	53	Rela
23	House Champion Trophy	01	—	—	01	54	Clap
24	Olympic Torch	01	—	—	01	55	Cros
25	Table	01	—	—	01	56	Dr
26	Flag post	05	—	—	05	57	Sen
27	Flag poles (House flags)	05	—	—	05	58	Sy
28	Ladies cycle	02	—	—	02	59	Fl
29	Javelin Women	05	—	—	05	60	Sp
30	Cot CMC	01	—	—	01	61	Ter
31	Throwball Trophy	01	—	—	01	62	Dh
						63	Mea
						64	Sp



2019-2020

S.NO	Name of the Equipment	Opening Stock	Current Purchase	Condensed Consumed	Stock in Hand
32	Fan	01	—	—	01
33	Olympic Stand	01	—	—	01
34	Carrom Board	05	—	02	03
35	Table Tennis Net	01	04	02	03
36	Volley ball	04	06	06	04
37	Basket Ball	03	03	02	04
38	Shuttle Cock Feather	—	12	—	12
39	Shuttle Cock Yonex	—	3 Box	1 Box	2 Box
40	Foot pump	02	—	—	02
41	Table Tennis Ball	—	15	—	15
42	Measuring Tape 50mts	02	—	—	02
43	Leziurn	40	—	—	40
44	Throwban	04	05	05	04
45	Throwball Net	01	01	01	01
46	Shuttle Badminton Net	01	01	01	01
47	Starting Gun	01	—	—	01
48	High Jump post	01	—	—	01
49	Target Arrows	—	2 set	—	2 set
50	Table Tennis Table	02	—	—	2
51	Carrom Coins & Striker	10	—	—	10
52	Volleyball Net	01	1	01	01
53	Relay Batton	08	—	—	08
54	Clapper	01	—	—	01
55	Cross Bar (High Jump)	01	—	—	01
56	Drum (Band)	01	—	—	01
57	Senar	01	—	—	01
58	Symbol	01	—	—	01
59	Flag Poles	50	—	—	50
60	Spikes	01	—	—	01
61	Tennikoit Net	02	—	—	02
62	Dhandiya stick	50 pieces	—	—	50 pieces
63	Measuring Tape 30 mts	01	—	—	01
64	Starting Blocs	02	—	—	02

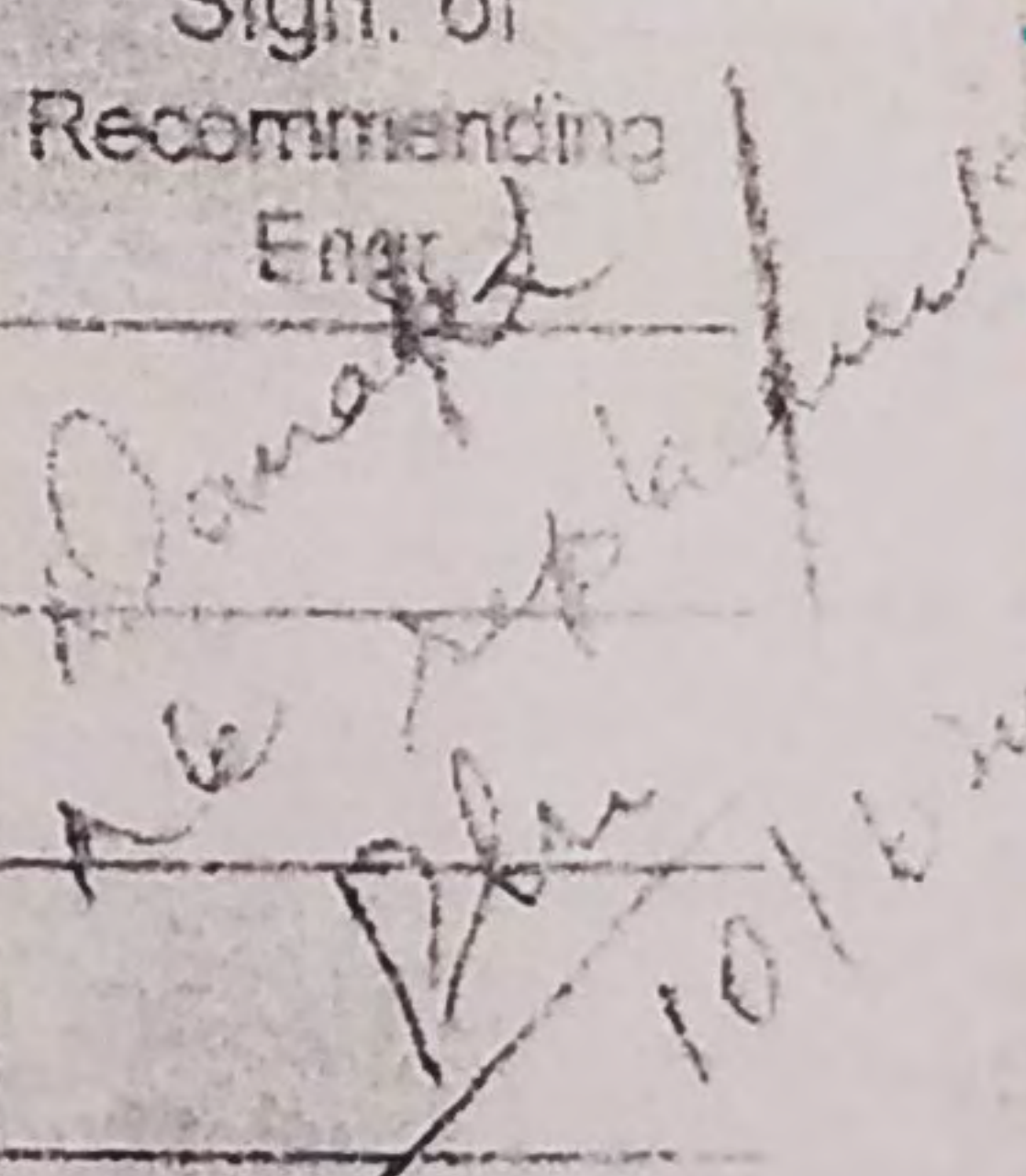


SNO	Name of the Equipments	Opening Stock	Current purchase	Condemed Brand	Stocks Hand
65	Football	01	—	—	—
66	Tug of War Rope	01	—	—	01
67	Victory stand (plywood)	01	—	—	01
68	TT Score Board	01	—	—	01
69	Badminton cock Adventure *	—	4 Box	—	4 Box
70	Carrom powder	2 Box	—	—	2 Box
71	Chess Clock Nivia	04	—	—	04
72	1 Feet Arc Crop Cone	20	—	—	20
73	Hoops Nylon large	30	—	—	30
74	STOP WATCH	04	—	—	04
75	Carrom Board Stand	02	—	—	02
76	Basket Ball Refree signal set	01	—	—	01

CHRISTIAN MEDICAL COLLEGE VELLORE  
 REQUISITION FOR WEEKLY CONDEMNATION  
 (FOR ITEMS BELOW Rs. 1000 ONLY)

No. 49304

Ward/Unit/Dept. College of Nursing Date 4/6/20

Sl. No.	Item	Qty. Sent	Qty. Condemned	Reason for condemnation	Sign. of Recommending Eng.
1	Ice Machine	1	1	Damaged Item	 V. Sathya 10/6/20
2	Flower Stand	1	1		
3	AB sli... Industrial Machine (Syn Item)	1	1	Not usable	
4	Wallpaper Cleaner (old)	1	1		
5	Water Dispenser	1	1	May be condemned	
6	Water Dispenser Bottom	1	1		
7	Water Dispenser	4	4		

V. Sathya

Head of the Department

Convener, Condemnation Committee

MAT CODE - 99274



## Condensed Equipment for the Academic Year 2018-2019

1) Carrom Board	- 1
2) Shuttle Bat	- 12
3) Volley Ball	- 05
4) TT Net	- 02
5) Basket Ball	- 03
6) Throw Ball	- 04
7) Throw Ball Net	- 02
8) Target Arrows	- 01
9) Volleyball Net	- 01

## Condensed Equipment for the Academic Year 2018-2019 & 2019-2020

	2019-20	2018-19		
1) Carrom Board	- 02	+ 1	⇒	03 ✓
2) Shuttle Bat	- 12	+ 12	⇒	24 ✓
3) Volley Ball	- 06	+ 05	⇒	11 ✓
4) TT Net	- 02	+ 02	⇒	04 ✓
5) Basket Ball	- 02	+ 03	⇒	05 ✓
6) Throw Ball	- 05	+ 04	⇒	09 ✓
7) Throw Ball Net	- 01	+ 02	⇒	03 ✓
8) Target Arrows	- NIL	+ 01 set	⇒	01 set ✓
9) Volleyball Net	- 01	+ 01	⇒	02 ✓
10) TT Racquet	- 06	+ NIL	⇒	06 ✓
11) Shuttle Net	- 01	+ NIL	⇒	01 ✓

To be discarded

Bawas  
13/08/2021