**Index Department – Nature of work listing**

1. Vibha Sudarshan – **Deputy Librarian**
   1. Indexing of Frontline, Friday Review.
   2. Looking at the reference queries from the staff, outsiders, and research scholars.
   3. Supporting syndication of articles.
   4. Attending to queries from Directors.
   5. Coordinating and providing background materials for the Special Publications of The Hindu.
   6. Custodian of all the books.
2. S. K. Subrramanya – **Deputy Librarian**
   1. Indexing of photos and attends queries with regard to images.
   2. Indexing of Sunday Magazine.
3. R Saravanan – **Deputy Librarian**
   1. Indexing of Sports photos in DCX
   2. Indexing Downtown Magazine.
   3. Attends to queries on photographs from staff and outsiders.
4. K Arun Kumar – **Deputy Librarian** - Indexing of City pages of The Hindu.
5. Chitra Sanjay – **Senior Assistant Librarian**- Indexing of photographs in DCX
6. K Prabhakaran – **Senior Assistant Librarian** - Attends to queries from staff and outside researchers.
7. D Sujatha –**Senior Assistant Librarian** - Indexing of city pages of The Hindu (Is working from Home)
8. G N Ganesh – **Assistant Librarian**- Indexing of old photographs – sending them for scanning and then indexing them
9. V Chander – **Assistant Librarian** -Indexing of Sports pages of The Hindu and Sportstar.
10. R Sivaranjani – **Officer –Non –Adminstrative**- Physical collation of The Hindu for Lamination and Leather Binding.
11. R. Manimaran – **Office –Aide**
12. A Venkatraman – **Office –Aide**