Guide lines for issuing technical items

It is our responsibility to take care of issued equipments and take special care of Expensive equipments like Arduino , Servomotors , Motors . And return as soon as possible .

Rules of issuing the Equipments-
1.A boarder who want to take equipments,he can take it from security desk, for that he have to show his institute id card to security personnel.
2. If any border want to issue any Equipment more than 15 days . Then he need to do re-issue the same equipment within 15 days .