

## Dr. S. R. Ranganathan Library

## Indian Institute of Petroleum and Energy

## New Arrivals

| Sl. No | Accession No. | Title   | Author                         | Place   | Publisher                 | Year | Publisher's Code |
|--------|---------------|---|--------------------------------|---------|---------------------------|------|------------------|
| 1      | 2580          | Swamy`s Compilation of CCS CCA Rules  | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2023 | C - 8            |
| 2      | 2581          | Swamy's Compilation of Conduct Rules  | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 9            |
| 3      | 2582          | Swamy's Receipts and Payments Rules   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 43           |
| 4      | 2583          | The Constitution of India   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2021 | A - 5            |
| 5      | 2584          | Swamy's Compilation of FRSR Part IV, DA, DR,and HRA   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 23           |
| 6      | 2585          | Swamy's Compilation of Delegation Financial Power Rules   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 14           |
| 7      | 2586          | Swamy`s Compilation of General Financial Rules,2017 : Incorporating Compendium of Rules on Advances | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2023 | C - 13           |
| 8      | 2587          | Swamy`s Guide to Postal Financial Hand Book Volume I  | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2023 | G-5-A            |

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|----|------|--|--------------------------------|---------|---------------------------|------|------------|
| 9  | 2588 | Swamy`s Compilation of House Building Advance Rules  | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2021 | C - 15     |
| 10 | 2589 | Swamy`s Income Tax on Salaries 2022-2023   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | G - 7      |
| 11 | 2590 | Swamy`s Leave Rules Made Easy  | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2021 | G - 3      |
| 12 | 2591 | Swamy`s Compilation of FRSR Part III Leave Rules   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 6      |
| 13 | 2592 | Swamy`s Compilation of Central Civil Services Leave Travel Concession Rules                            | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 11     |
| 14 | 2593 | Swamy`s Manual on Disciplinary Proceedings for Central Government Staff                                | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2020 | S - 1      |
| 15 | 2594 | Swamy`s Manual on Office Procedure   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2020 | S - 3      |
| 16 | 2595 | Swamy`s Compilation of Medical Attendance Rules  | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2021 | C - 7      |
| 17 | 2596 | Swamy`s Compilation of New Pension Scheme : For Central Government Staff                               | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2021 | C - 62     |
| 18 | 2597 | Swamy`s Compilation of Central Civil Services Payment of Gratuity under National Pension System Rules, | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 62 - A |

|    |      |   |                                |         |                           |      |            |
|----|------|---|--------------------------------|---------|---------------------------|------|------------|
| 19 | 2598 | Swamy`s Pay Rules Made Easy   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2023 | G - 4      |
| 20 | 2599 | Swamy`s Precs and Draft Made Easy   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2021 | G - 20     |
| 21 | 2600 | The Prevention of Corruption Act: Act No.49 of 1988                                   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2023 | A - 9      |
| 22 | 2601 | Swamy`s Compilation on Reservations and Concessions Part-A                            | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 45 - A |
| 23 | 2602 | Swamy`s Compilation on Reservations and Concessions Part-B                            | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 45- B  |
| 24 | 2603 | Swamy`s Compilation on Right to Information: Act, Rules, Orders and Guides            | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2022 | C - 29     |
| 25 | 2604 | The Sexual Harassment of Women at Workplace: Prevention, Prohibition and Redressal.   | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2013 | A - 10     |
| 26 | 2605 | Swamy`s Handbook: Incorporating latest orders based on Seventh Pay Commission Report. | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2023 | G - 16     |
| 27 | 2606 | Swamy`s Master Guide to FR & SR Service Rules and Financial Rules                     | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2023 | G - 6      |
| 28 | 2607 | Swamy`s T.A. Rules Made Easy  | Muthuswamy, Brinda and Sanjeev | Chennai | Swamy Publishers (P) Ltd. | 2023 | G - 1      |

**Please Note:** These books are kept as Reference Books in the library faculty members and staff may issue it for 15 days.