MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2014-15

Memorandum of Understanding between Ministry of Culture, Shastri Bhawan, New Delhi & The Sangeet Natak Akademi for the year 2014-15

1. The agreement made this 12th day of May month 2014 between the MoC, as the first party and Sangeet Natak Akademi, New Delhi an organization under the Ministry of Culture, hereinafter called the second party.

2. Whereas the mandate of the Ministry of Culture is to preserve and promote all forms of art and culture. It is responsible for formulation of policies of the Government in relation to Indian Art, Culture and Heritage and also for the execution, monitoring and review of those policies.

3. And whereas the Sangeet Natak Akademi has the following mandate:

Purpose of the MOU

To achieve the organization goals by optimum use of the funds available and proper functioning of the organization.

To achieve this, the following deliverables are required:

1. Budget / Accounts

(i) Budgetary outlay for the year 2014-15 amounting to Rs 3988.60 lakhs (Plan – Rs 1500; Plan NE – Rs. 1400; Non-Plan – Rs 1088.60) is being allotted to Sangeet Natak Akademi for carrying out organizational work. Quarterly target shall be: 1st quarter – Rs 562 lakh; 2nd quarter – 707 lakh; 3rd quarter – Rs 1432 lakh; and 4th quarter – Rs 1287 lakh.


(iii) The CAG audit, if required to be done for the year 2013-14 shall be completed by September, 2014.


(v) All pending CAG audit paras and internal audit paras shall be disposed of by December 2014.

(vi) Inputs for preparations of EFC/SFC shall be submitted as per directives of MoC.

(vii) Monthly report shall be submitted to Ministry of Culture for the previous month by 1st week of the next month.

contd...
2. **Human Resource**

(i) Human Resource Policy for the Organization to be framed/ reviewed.

*In the context of SNA the HR Policy is to evolve for scholars, researchers, experts, stakeholders of intangible heritage in the field of performing arts to implement the plan schemes.*

(ii) The Recruitment Rules for all the Cadres to be framed/ reviewed with the approval of the Competent Authority.

*The review is in process and will be completed by the end of 2014*

(iii) The Process for filling up vacancy of HODs to be initiated on time.

*The process will be initiated and completed on time whenever vacancy arises.*

(iv) Vacancies in other ranks in the Organization to be filled up on time, after taking stock of the vacancies for the entire year.

*The process to fill-up the vacant positions will be undertaken and completed phase wise within 3 months of the vacancy.*

(v) All DPCs for the year and any pending DPCs to be conducted on time.

*All DPCs will be conducted as per functional needs within the stipulated time frame.*

(vi) All Pending vigilance cases to be disposed off on time and as per rules.

*All vigilance cases will be disposed of on time and as per rules.*

(vii) Training of the staff of the organization to be ensured as per the Staff Training Policy. A training calendar to be designed in the beginning of the year.

*Training policy for the staff will be worked out and submitted with the approval of the competent authority by September, 2014.*

3. **Legal Matters**

(i) Amendments to the MoA to be carried out, if necessary with approval of Competent Authority.

*Shall be done if required as per directives of the MoC.*

(ii) The bye-laws of the organization to be framed/ reviewed.

*In case need be, shall be done as per directive of the MoC.*

contd....
(iii) Monitoring of the court cases to be ensured.

Will be monitored timely.

4. Parliament Matters

(i) The Audited Accounts and Annual Report for the year 2013-14 to be placed before the Parliament.

Audited Accounts and Annual Report will be placed before the Parliament on time. The report shall be sent to MoC before end of November, 2014.

(ii) Fulfillment of all pending Parliamentary Assurances to be ensured.

Shall be ensured within the stipulated time frame.

(iii) Legislative matters, if any, to be taken up for approval of Parliament.

Shall be ensured, whenever required.

(iv) Ensuing implementation of recommendations/suggestions of the Parliamentary Standing Committee.

Follow up action on the PSC's 201st report shall be submitted by August, 2014 to MoC.

5. General

(i) Mandatory meetings of all the Committees/Sub-Committees to be convened and conducted on time.

The meetings of the General Council, Executive Board and respective Advisory Committees will be convened and conducted by October 2014.

(ii) The performance audit of the Organization to be got done by an external evaluator.

Shall be done by September 2014.

(iii) Mandatory Returns and Reports for the year to be filed on time.

Shall be submitted as per timeline given by MoC.

(iv) Disposal of all the applications and appeals under the RTI Act. 2005 to be ensured.

Shall be ensured within the stipulated time.

contd...
(v) Disposal of public grievances to be ensured. Effective Grievance Redressal Mechanism to be set up if it does not exist. Existing policy to be reviewed.

**Shall be ensured as prescribed.**

(vi) Website to be reviewed and revamped if necessary.

The SNA website will be updated, reviewed and revamped from time to time as per need.

(vii) Meeting the deadline for submission of RFD by the organizations and ensuring implementation.

**Shall be ensured by 15th May 2014.**

(viii) Ensuring that inputs for Cabinet Memos are submitted on time.

**Shall be ensured within the time frame indicated by MoC.**

(ix) Ensuring compliance of the Rajbhasha Policy.

Rajbhasha Policy is being implemented as per directives received from MHA.

(x) Vision Document.

The vision document of Sangeet Natak Akademi has been submitted and approved by the MoC.

6. **Specific Issues related to your organization:**

(a) Proposals for the sanction of the following posts shall be submitted by June, 2014: -

(i) Administration & Accounts Division: Deputy Secretary-two, Section Officer-two, Assistant-two, Senior Clerk-two, Junior Clerk-two and MTS-two.

(ii) Documentation Unit: Cameraman - two, Editor (Audio/video) - two, Archivist-one, Production In-charge-one, Technical Assistant (Audio/Video)-four, Studio In-charge-one, Section Officer-one and Data Entry Operator – five.

(iii) Activity Departments: Deputy Secretary-two, Programme Officer-two, Section Officer-Four, Assistant-four, Senior Clerk-four, Junior Clerk-four and MTS-four.

(iv) Akademi’s Kendra’s / Centre outside Delhi: Director-two, Programme Officer-two, Assistant-two, Senior Clerk-two, Junior Clerk-two and MTS-two.
(b) The activities as indicated in the Annexure (programme and projects) for the year 2014-15 shall be ensured.

Signature on behalf of MOC

(CHANDRA PRAKASH)
DIRECTOR

Signature on behalf of the Organization

[Signature]

SECRETARY, SANGEET NATAK ACADEMY
Calendar of Events proposed for 2014-15 and those scheduled for 2013-14

Music

1. Qawwali Festival  June 2014  Goa
2. Choral Festival  August  Guwahati
3. Festival of Padam & Javali  September  Chennai
4. Dhrupad Festival  October  Mumbai
5. Festival of Gurbani  November  Punjab
6. Sangeet Pratibha  December  Kerala
7. Sangeet Sangam  February 2015  Bhubaneswar

Special documentation of SNA Fellows/Awardees/Senior artists every month in SNA Studies and other states

Dance

1. Festival of India in China  June 2014  Beijing, Kunming, Dali/Guangzhou/ Shenzhen
2. 5th Sheki Silk Road International Musical Festival  July  Azerbaijan (Baku)
3. Meet the Master Series  ,,  SNA
4. Festival of India in South Africa  August  Durban, Capetown
5. Festival in India in Singapore  ,,  Singapore
6. Nritya Sangam  October  Mumbai/Chandigarh
7. Nritya Sanrachna (Presentation of SNA’s Choreographic Production)  December  North East
8. Special Documentation of - Yamini Krishnamurthy  ,,  SNA
9. Nritya Pratibha (Best dancer of the Pratibhas)  February 2015  Agartala
10. Special Documentation of - Birju Maharaj  March  SNA
### Drama

1. **Retrospective and Documentation of Theatre Personality**  
   June  
   Manipur

2. **Playwriting, Production & Publication of New Plays Project**  
   July  
   Nagaland/NE State

3. **Rang Sangam, Contemporary Plays by Senior Directors**  
   September  
   Hyderabad

4. **Rang Pratibha Festival and Documentation of the Dance Dramas**  
   October  
   West Bengal, Bhopal

5. **Theatre Training Workshops For 25 days**  
   November  
   Andaman & Nicobar

6. **4 days Children festival/seminar**  
   December  
   Bhopal

7. **Theatre Music Appreciation Workshops of 4 days**  
   January 2015  
   3 cities

8. **Theatre Technical Workshops of 7 days**  
   February  
   3 cities

9. **Theatre Make/Theatre Costume & Properties designing 7 days Workshops**  
   February  
   Haryana

10. **To start Training in Swang of Haryana**  
    March  
    Haryana

### Folk & Tribal Arts

1. **Special Documentation of SNA Fellows/Awardees**  
   July  
   SNA

2. **Special Documentation of SNA Fellows/Awardees**  
   August  
   SNA

   September  
   Tamil Nadu

4. **Field Documentation of Monpa Tribal Community Arts forms**  
   October/Nov  
   Arunachal Pradesh, Gujarat, Maharashtra

5. **Desaj, a festival of folk & tribal performing art forms of India**  
   December  
   Delhi

6. **Field Documentation of Monpa Tribal Community Arts forms**  
   January 2015  
   Arunachal Pradesh, Gujarat, Maharashtra

7. **Seminar on storytelling art-forms of India**  
   February  
   ........
<table>
<thead>
<tr>
<th></th>
<th>Puppetry</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Puppet making workshop in Suta Kundhei-String puppetry of Odisha</td>
<td>Sep/Oct 2014</td>
<td>Odisha</td>
</tr>
<tr>
<td>2</td>
<td>North-East Puppet festival</td>
<td>January 2015</td>
<td>Tripura</td>
</tr>
<tr>
<td>3</td>
<td>Monthly programme</td>
<td>May - March</td>
<td>SNA</td>
</tr>
<tr>
<td>4</td>
<td>Training Programmes- Pavakathakali Tolu Bommalatta</td>
<td>July</td>
<td>(Kerala &amp; Andhra Pradesh)</td>
</tr>
<tr>
<td>5</td>
<td>Special Documentation</td>
<td>February</td>
<td>Tulpavakoothu, Kerala</td>
</tr>
<tr>
<td>No.</td>
<td>Event</td>
<td>Start Date</td>
<td>Location</td>
</tr>
<tr>
<td>-----</td>
<td>-------------------------------------------------------------------------------------------</td>
<td>------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>1.</td>
<td>Lok Rang (Festival of Music, Dance &amp; Theatre of North-East) (2-3 days)</td>
<td>Different months</td>
<td>Different towns of NE</td>
</tr>
<tr>
<td>2.</td>
<td>Festival and Seminar on Pena of Manipur (3 days)</td>
<td>July 2014</td>
<td>Imphal, Manipur</td>
</tr>
<tr>
<td>3.</td>
<td>Masks Making workshop (15 days)</td>
<td>August</td>
<td>Assam (Guwahati)</td>
</tr>
<tr>
<td>4.</td>
<td>Festival &amp; Seminar on Jyoti and Rabha Sangeet of Assam (3 days)</td>
<td>August</td>
<td>Jorhat/Tejpur (Assam)</td>
</tr>
<tr>
<td>5.</td>
<td>Festival and Seminar of music and dance traditions of Chakma community of Tripura (3 days)</td>
<td>September</td>
<td>Agartala / Pecharthal (Tripura)</td>
</tr>
<tr>
<td>6.</td>
<td>Theatre workshop for Young Theatre Artistes of Arunachal Pradesh (1 month)</td>
<td>October</td>
<td>Itanagar / Rupa/Bomdila (Arunachal Pradesh)</td>
</tr>
<tr>
<td>7.</td>
<td>Festival and Seminar on Goalparia music, dance &amp; theatre traditions of Assam</td>
<td>October</td>
<td>Dhubri/Gauripur (Assam)</td>
</tr>
<tr>
<td>8.</td>
<td>Workshop of Puppetry</td>
<td>November</td>
<td>Assam</td>
</tr>
<tr>
<td>9.</td>
<td>Festival and Seminar of Music and Dance traditions of Mar Community of Mizoram (3 days)</td>
<td>November</td>
<td>Champai / Aizawl (Mizoram)</td>
</tr>
<tr>
<td>10.</td>
<td>Theatre Workshop for Young Theatre Artistes of Nagaland (1 month)</td>
<td>November/December</td>
<td>Dimapur (Nagaland)</td>
</tr>
<tr>
<td>11.</td>
<td>Rang Yatra (Festival of plays by leading theatre directors of North-East) (5-6 days)</td>
<td>December</td>
<td>Agartala (Tripura)</td>
</tr>
<tr>
<td>12.</td>
<td>Children Theatre Workshop for Sikkim (1 month)</td>
<td>December</td>
<td>Namchi / Gangtok (Sikkim)</td>
</tr>
<tr>
<td>13.</td>
<td>Festival and Seminar of Ajhi Lamu traditions of Arunachal Pradesh (3 days)</td>
<td>January 2015</td>
<td>Bomdila / Itanagar (Arunachal Pradesh)</td>
</tr>
<tr>
<td>14.</td>
<td>Festival and Seminar of Performing Art Traditions of Meghalaya (4-5 days)</td>
<td>February</td>
<td>Shillong (Meghalaya)</td>
</tr>
<tr>
<td>15.</td>
<td>Theatre Workshop for young Theatre artistes of Mizoram March 1 month)</td>
<td>March</td>
<td>Aizawl (Mizoram)</td>
</tr>
<tr>
<td>16.</td>
<td>Festival of Ramayana Traditions of North-East Gangtok (Sikkim)</td>
<td>March</td>
<td>Guwahati (Assam)</td>
</tr>
</tbody>
</table>

**SPECIAL DOCUMENTATION OF ART FORMS, FESTIVALS/FAIRS OF NORTH-EAST**

<table>
<thead>
<tr>
<th>No.</th>
<th>Event</th>
<th>Start Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.</td>
<td>Special Documentation of Annual Wangala Festival</td>
<td>November 2014</td>
<td>Asanag, Near Tura (West Garo Hills) Meghalaya</td>
</tr>
</tbody>
</table>
19. Special Documentation of Annual Festivals | Different Months | Different Town of North-East

20. Special Documentation of SNA Awardees | Different Months | Different Venues from North-East

21. In-depth Special Documentation of all folk and tribal art forms of Tripura for SNA archives (in three phases)

**WORKSHOPS OF MUSICAL INSTRUMENT MAKING FOR NMPA PROJECT**

22. Musical instrument making Workshops | Different months | Different venues of 3 states
   i) Pena of Manipur
   ii) Champren and Sarinda of Tripura
   iii) Khasi musical instruments

**INITIATING OF TRAINING PROGRAMMES IN TRADITIONAL/FOLK ART FORMS OF NORTH-EAST REGION**

23. Apart from ongoing training programmes, the Centre proposes to initiate following new training programmes during the year 2014-15:

   i) Kushan of Assam
   ii) Yak & Lion Dances of Arunachal Pradesh
   iii) Music & Dance traditions of Nyshi community of Arunachal Pradesh
   iv) Tungbuk – String instrument of Sikkim
   v) Hozagiri Dance of Tripura
   vi) Sarinda – String instrument of Tripura
   vii) Khasi Music of Meghalaya
   viii) Garo Instrumental Music of Meghalaya
   ix) Naga Music & Dance of Nagaland
   x) Sangini, Maruni & Dohri of Sikkim
   xi) Tiwa Folk Arts of Assam
   xii) Lepcha traditional Music

*(Starting of training to New batch) under Shri Sonam Tshering Lepcha, Akademi Awardee and Tagore Akademi Rama*