Memorandum of Understanding between the Ministry of Culture and the Nehru Memorial Museum and Library, Teen Murti House, New Delhi for the year 2018-2019

The Nehru Memorial Museum and Library is an autonomous body funded by the Ministry of Culture. The NMML is a registered Society under the Societies Registration Act of 1860. The objectives of the Institution are outlined in the Memorandum of Association and the Rules and Regulations framed thereunder. The NMML Society is constituted by the Central Government and the Executive Council is the main decision making body.

This agreement made this 30th July day of 2018 between the Ministry of Culture, as the First Party, and the Nehru Memorial Museum and Library, an organization under the Ministry of Culture, hereinafter called the Second Party.

Whereas the Ministry of Culture has the mandate to preserve, promote and disseminate all forms of art and culture by undertaking a) Maintenance and conservation of heritage and historic sites and ancient monuments; b) Administration of libraries; c) Promotion of literary, visual and performing arts; d) Observation of centenaries and anniversaries of important national personalities and events; e) Promotion of institutions and organizations of Buddhist and Tibetan Studies; f) Promotion of institutional and individual non-official initiatives in the fields of art and culture; and g) Entering into cultural agreements with foreign countries.

And whereas the Nehru Memorial Museum and Library has the following mandate: a) to maintain a Museum of Jawaharlal Nehru personalia, memorabilia, mementoes and other objects pertaining to his life and the Indian freedom movement; b) to acquire, maintain and preserve papers of nationalist leaders of Modern India and other eminent Indians who distinguished themselves in any field; c) to establish and maintain a library on the history of Modern India; d) to organize, undertake, conduct, encourage and promote study and research in the field of modern Indian history; e) to institute and award fellowships and f) to foster academic contacts within India as well as with other countries through exchange of personnel and research materials.

Purpose of the MOU

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

To achieve this, the following are the deliverables:

1. Budget/Accounts
   (i) Budgetary outlay for the year 2018-19 amounting to Rs.2416.09 lakhs under Revenue, i.e., Rs.200.00 lakhs under General; Rs.5.00 lakhs under Creation of Capital Assets; Rs.2208.09 lakhs under Salaries and Rs. 3.00 lakhs under...
Swachhta Action Plan, is being allotted to NMML for carrying out organizational work. A sum of Rs. 30.92 crores will be spent for carrying out the various activities of the NMML from the interest of corpus fund. While incurring the expenditure, requisite approval of concerned EC/FC or MoC, as the case may be, will have to be obtained before executing the work. Budget will be based on the Principle of Zero-based budgeting. Expenditure is to be ensured. The Budget is dependent on the Nehru Memorial Museum and Library’s ability to show measurable improvement in service delivery with reference to the key performance indicators and achievement of targets as included in Annexure-II of this Memorandum of Understanding.

(ii) The Annual Report and Audited Accounts for the year 2017-18 will be submitted to the Ministry of Culture before the end of November, 2018.

(iii) The CAG audit, if required to be done, for the year 2017-18 shall be completed by NMML by September 2018.

(iv) Provisional utilization certificate as per GFR 2017 shall be submitted to the Ministry of Culture by May 2017 and Final utilization certificate by November 2018 for the financial year 2017-18. Further, for the financial year 2018-19, monthly provisional certificate has to be submitted before seeking the next month’s grants.

(v) All pending CAG audit paras and internal audit paras shall be disposed off by December, 2018.

(vi) Inputs for preparations of EFC/SFC in accordance with the extant guidelines/instructions of Ministry of Finance shall be submitted as per directives of MoC.

(vii) Monthly Report in respect of Financial and Physical achievements in prescribed format as Annexure-I shall be submitted to Ministry of Culture by first week of the month in which it becomes due. Any other periodic report asked by the Ministry shall also be submitted within the stipulated time.

(viii) To ensure the following on the basis of principal of zero-based budgeting along with activity projection as in Annexure-IV:
   a) Month-wise physical and financial target.
   b) Total percentage of expenditure to be met by internal revenue generation by each organization.
   c) Unit-wise cost of activities.
   d) Impact assessment and readership/viewership target.

(ix) Governing Body of the NMML shall review user charges/source of internal revenue generation at least once in a year; and this exercise should preferably be completed by the month of September every year.

(x) NMML shall maintain data-base relating to grants, income, expenditure, investment, assets and employee strength, etc. in the format prescribed by the Govt.
(xi) The organization shall designate an appropriate level officer to render financial advice whose concurrence should be obtained for sanction and incurring of expenditure.

(xii) NMML may put in place a system of external or internal peer review of the organization every three years or five years depending on the size of the organization, in terms of GFR 229(ix), and further release of grant to the organization shall depend on the outcome of such review.

(xiii) Performance parameters, output targets in terms of details of program of work and qualitative improvement in output, along with commensurate input requirements should clearly be spelled out in the MoU. Further, the output targets, given in measurable units of performance should form the basis of budgetary support extended to the NMML. The roadmap for improved performance with clear milestones should form part of the MoU.

(xiv) NMML shall account for revenue and capital expenditure separately. The organization shall maintain and present their annual accounts/final accounts in the standard prescribed format by the Govt.

(xv) While seeking grants from the Ministry, the organization shall provide the information in the prescribed format by the IFD and the Administrative Division shall process the proposal on quarterly basis indicating the month-wise proposed release amount during the quarter. However, the Administrative Division will release the concurred amount on monthly basis.

(xvi) All interests or other earnings against GIA or advances (released to the organization) shall be mandatorily remitted to CFI, immediately after finalization of the accounts. Such advances shall not be allowed to be adjusted against future release.

(xvii) NMML should take advantage of the pension or gratuity schemes or group insurance schemes or house building loan schemes or vehicle loan schemes etc. available in the market for employees instead of undertaking liability on their own or Govt. account.

(xviii) NMML shall adhere to the time schedule prescribed under Rule 237 of GFR 2017 for submission of annual accounts and Annual Reports.

(xix) NMML shall submit UC in the prescribed format along with the reports regarding performance/targets achieved, outcome, etc. in accordance with new UC format (GFR 12-A). The UC shall disclose separately the annual expenditure incurred and the funds given to suppliers of stores and assets, to construction agencies, to staff (for HBA and purchase of conveyance) which do not constitute expenditure at that stage but have been met out of Grants and are pending adjustments. These shall be treated as unutilized grant allowed to be carried forward.

(xx) The Administrative Division shall encourage the organization to maximize internal resources and eventually attain self-sufficiency. To achieve this, Administrative Division may assign the target of internal revenue generation of at least 30% of the total budget of the organization, and accordingly the physical and financial targets may be given to the organization in the MoU.

(xx) The actual expenditure by NMML on the activities shall be subject to the availability of funds. While incurring the expenditure, NMML shall adhere to the GFR’s provisions besides other instructions of the Govt. issued from time to time.
2. Human Resource

(i) NMML shall review/frame its Human Resources Policy and modify the same, if required with the approval of competent authority by December, 2018.

(ii) Recruitment Rules in respect of all the posts shall be reviewed as per the laid down guidelines and prescribed procedures. NMML will complete this process by December 2018.

(iii) NMML will initiate necessary time bound action in advance to fill up the vacant posts following the prescribed rules. Vacancy position in the organization shall be reviewed by the Executive Council of the organization quarterly as set out in Annexure-III.

(iv) All DPC’s will be conducted by the NMML within the stipulated time frame following the prescribed rules.

(v) All pending vigilance cases shall be disposed off within the stipulated time following the prescribed rules by the NMML.

(vi) Training of the staff of the organization will be ensured as per the Staff Training Policy. Training Policy for the staff will be worked out and submitted to the Ministry of Culture by NMML. For this purpose a training calendar be designed in the beginning of the year. NMML will assess needs for skill development and create tailored training modules.

(vii) Verification of appointments made during the last 5-10 years has to be carried by the NMML. This process has to be completed by the NMML by November, 2018.

(viii) New Pension Scheme (if applicable) and related contribution towards any official under the Scheme will be done on time.

3. Legal Matters

(i) Amendments to the Memorandum of Association to be carried out, if necessary, with the approval of the Competent Authority. This process will be completed by December, 2018.

(ii) Bye-laws of the organization shall be framed/reviewed and requisite amendments as per the prescribed guidelines will be made by November, 2018 with the approval of the Competent Authority.

(iii) NMML shall ensure timely monitoring of the Court cases. All the court cases with their status will also be updated on the website of Legal Information Management & Briefing System (LIMBS) by June 2018. The information will be kept up to date.
4. Parliament Matters

(i) Audited Accounts and Annual Report will be placed before the Parliament on time. The report shall be sent by NMML to MoC before end of November, 2018.

(ii) Fulfilment of all pending Parliamentary Assurances will be ensured within the stipulated time-frame.

(iii) Legislative matters, if any, to be taken up for approval of Parliament within the stipulated time frame.

(iv) Recommendations/suggestions of the Parliamentary Standing Committee (PSC) and such other Parliamentary Committees, if any, will be implemented from time to time with the approval of the appropriate authorities of the NMML.

5. Innovative Subjects/Projects

(i) The NMML will launch innovative ideas such as quality publications in English as well as in Hindi.

(ii) The NMML will organize regular literary programmes, book readings, quizzes by the Library; outreach programmes by the Library.

(iii) The NMML will organize a library week full of programmes every year.

(iv) The NMML will institute awards for best books in Social Sciences published in India.

(v) The NMML will curate and put up exhibitions on important historical events in the independent India.

6. General

(i) Mandatory meetings of all the Committees/Sub-Committees such as NMML Society, Executive Council and Finance Committee to be convened and conducted on time.

(ii) The Performance Audit/peer review shall be carried out as per GFR provisions contained in Chapter 9-Rule 208 (v). Every two years a Performance Audit should be done by reputed Institutions of the activities of the NMML. For maintaining quality in academic work, an appropriate peer review system may be put in place. NMML will need to display its capacity for self-introspection, if it is to remain truly Independent.

(iii) NMML shall furnish/file mandatory returns/reports on time. NMML shall also provide the reports / returns as and when asked by the Ministry.

(iv) NMML shall ensure timely disposal of RTI applications and appeals. NMML shall also furnish/upload certificate/reports on RTI portal as per the extant guidelines.

(v) For disposal of Public Grievances/complaints, NMML shall ensure that an effective grievance redressal mechanism is in place to ensure timely disposal of public grievances/complaints received through PG Portal or any other sources.
(vi) NMML’s website shall be updated, reviewed and revamped from time to time as per the Government guidelines. MoA, Rules and Regulations, Service Bye-Laws and Recruitment Rules and amendments thereof of the Organization will be uploaded on the website of the Organization from time to time.

(vii) NMML shall ensure the Inputs for Cabinet Memos within the prescribed time frame.

(viii) NMML shall ensure compliance with the Rajbhasha Policy as per directives received from MHA.

(ix) The NMML will assess needs for Skill Development and create tailored training modules.

(x) Swachh Bharat Campaign/Programmes as well as cleanliness drive shall be taken up by the NMML and Instructions/directions given by the Ministry In this regard shall be followed.

(xi) NMML shall do inventory of cultural spaces under the charge of the organization and submit the same to this Ministry by June, 2018.

(xii) NMML shall be active on social media like Youtube/Facebook/Twitter etc. After the programme is held, photographs and videos shall be uploaded immediately along with the information on the programme. NMML shall also upload its programmes on Mobile Apps. Followers of NMML on the social sites have to be enhanced to double from the present number of followers by December, 2018.

(xiii) NMML will implement the following e-services:

(xiv) NMML will create online system for application and utilization certificates.

(xv) NMML shall create online system of Accounting by December 2018.

(xvi) NMML will prepare and upload its publications online which would cover both free and paid access to these e-books.

(xvii) The organization will be active on the MyGov platform for inviting suggestion, ideas regarding its activities during the year.

(xviii) Vision and Mission documents will be prepared by the Organization and uploaded on its website.

(xix) NMML will emphasize on cultural research and educational activities and will continue to undertake literally activities in collaboration with the Government funded educational institutions.

(xx) NMML will organize a major International Conference on Gandhi/Gandhi festival in collaboration with Gandhi Smriti Darshan Smriti to mark the 150th birth anniversary of Mahatma Gandhi on 02.10.2018.

(xxi) NMML will organize a big photography exhibition depicting the rare photographs of Mahatma Gandhi on 02.10.2018 in collaboration with IGNCA or National Archives of India.
(xxii) NMML will organize events/seminars to mark the 100th anniversary of Jallianwala Bagh massacre, 550th birth anniversary of Guru Nanak, Kumbh Mela at Allahabad etc.

(xxiii) NMML will coordinate with the Asiatic Society, Kolkata and the Asiatic Society, Mumbai and explore exchange of the rich collection of archival digital material and books available with them.

(xxiv) NMML will take steps to exchange Modern Indian History digital material with Victoria Memorial Hall, Kolkata; National Library, Kolkata and Salar Jung Museum, Hyderabad. Acquisition of papers/materials related to Sarojini Naidu from Hyderabad be done.

7. Museum

(i) NMML will levy a small charge/entrance fee upon the visitors to the Museum.

(ii) NMML will organize more outreach activities in the Museum.

8. Library

NMML will upgrade their Visually Challenged Section with the help of National Institute for the Empowerment of Persons with Visual Disabilities (Divyangjan), Dehradun or any other organization.

9. Nehru Planetarium

(i) NMML will explore the possibility of incorporating individual feedback and quiz system for all the sky theater chairs to provide powerful pedagogical tools for planetarium educational activities.

(ii) NMML will increase the Virtual Reality and Augmented Reality experience of visitors to the planetarium.

(iii) The activities like the ongoing "Astronomy <# Code > Cam" will be made into regular features by the Nehru Planetarium with the possibility of contributions being made by the participants to be turned into useful content for the planetarium shows and activities.

(iv) The Planetarium would submit the relevant proposals in this connection with the above mentioned proposals.

The Nehru Memorial Museum & Library will supply to the Ministry of Culture each quarter of the year with information in respect of achievements of the targets set out in Annexure-I enclosed with this Memorandum. This information, together with the Annual Report and Audited Accounts and any further reports/documents prepared in relation to the progress and development of the NMML will be used to monitor the yearly performance. The NMML and the Ministry of Culture will undertake a joint review at the end of the financial year 2018-19 (and earlier at intervals as Ministry of Culture may
decide). The funding grants to be provided to the NMML in the subsequent Financial Year will largely be dependent on the outcome of these joint reviews.

Timely conduct of the monthly activities to achieve monthly targets as indicated in the Annexure-IV (enclosed) for the year 2018-19 shall be ensured. The cost/expenditure shown in the Annexure-IV of the MoU has been estimated on the basis of average expenditure incurred in the past year. Actual expenditure on each activity shall however be subject to the availability of funds in the allocated budget to the organization and compliance to the GFR provisions besides adherence to the economy measures as issued by Ministry of Finance from time to time. If physical target is achieved in time, allocation of additional funds could be considered to conduct more activities. Any shortfall in target may attract withdrawal/reduction in budgetary support.

Signed on behalf of
Ministry of Culture
Government of India

Director

Date:

Place:

Signed on behalf of
Nehru Memorial Museum & Library

Director
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<thead>
<tr>
<th>S. No.</th>
<th>Subject</th>
<th>Target</th>
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<tbody>
<tr>
<td>1.</td>
<td>Budgets and Accounts</td>
<td></td>
</tr>
<tr>
<td>1.1</td>
<td>Budgetary Outlay</td>
<td>Rs.24.16 crores under Revenue</td>
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<tr>
<td>1.2</td>
<td>Annual Report</td>
<td>The Annual Report for the year 2017-18 will be submitted to the Parliament as per due date of 31 December 2018.</td>
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<td>1.3</td>
<td>CAG Audit</td>
<td>CAG Audit of the accounts of NMML for the year 2017-18 will be conducted as per schedule in the month of July-August 2018.</td>
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<tr>
<td>1.4</td>
<td>Pending UCs</td>
<td>The Utilisation Certificates for the year 2017-18 will be submitted as per schedule i.e. after certification of accounts for the year 2017-18 as per GFR 2017.</td>
</tr>
<tr>
<td>1.5</td>
<td>Disposal of CAG Paras</td>
<td>There are 39 CAG Paras pending at present. The transaction audit was completed for the financial years 2014-2017. We will try to settle as many paras as possible.</td>
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<td>2.</td>
<td>Human Resource</td>
<td></td>
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<tr>
<td>2.1</td>
<td>Human Resource Policy</td>
<td>The Human Resource Document is under preparation and will be completed soon.</td>
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<td>2.2</td>
<td>Vacancy Position</td>
<td>We have at present 58 posts lying vacant. The action for filling up the vacant posts is underway.</td>
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<td>2.3</td>
<td>DPC</td>
<td>DPC will be conducted twice for MACP during the year as per rules. Also DPC will be conducted whenever vacancy arises for promotion.</td>
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<td>2.4</td>
<td>Training of Staff</td>
<td>One of NMML's Junior Stenographer underwent Hindi Stenography training and two Lower Division Clerks underwent Hindi Typing training in the Hindi Cell. More employees will be sent for training in different disciplines in the year 2018-19.</td>
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<td>2.5</td>
<td>New Pension Scheme</td>
<td>The NMML has registered the Institution in the New Pension Scheme and since July 2015 subscription and contribution are being paid to NSDL.</td>
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<td>3.</td>
<td>Legal Matters</td>
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<tr>
<td>3.1</td>
<td>Amendments to the MOA</td>
<td>Will be done if required.</td>
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<tr>
<td>3.2</td>
<td>Bye Laws of the Organization</td>
<td>Will be done if required.</td>
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<td>3.3</td>
<td>Online Monitoring of Court Cases</td>
<td>Four pending court cases will be monitored online.</td>
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<tr>
<th>4.</th>
<th>Parliament Matters</th>
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<tbody>
<tr>
<td>4.1</td>
<td>Audited Accounts to be placed before Parliament</td>
<td>Audited Accounts for the year 2016-17 has been approved by the NMML Society. We have requested the Hon'ble Prime Minister in his capacity as the President of the NMML Society for a convenient date and time for convening the Annual General Meeting of the NMML Society</td>
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<tr>
<td>4.2</td>
<td>Fulfilment of Pending Parliamentary Assurances</td>
<td>Presently no Parliamentary Assurance is pending with the organization. However, all the future Parliamentary Assurances will be complied with as per time schedule.</td>
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<td>4.3</td>
<td>Implementation of recommendations/suggestions of the Parliamentary Standing Committee</td>
<td>The NMML will implement the recommendations/suggestions of the Parliamentary Standing Committee.</td>
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<tr>
<td>4.4</td>
<td>Legislative Matters</td>
<td>As above</td>
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<th>5.</th>
<th>General</th>
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<tr>
<td>5.1</td>
<td>Mandatory Meetings of All Committees/Sub Committees conducted on time</td>
<td>As per the Memorandum of Association of the NMML, three meetings of the Executive Council are mandatory which will be followed. The meeting of the Finance Committee will be convened whenever required.</td>
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<tr>
<td>5.2</td>
<td>Performance Audit of the Organization by External Evaluator</td>
<td>Request will be made to the Chief Controller of Accounts to conduct Performance Evaluation Audit on the accounts of the NMML for the year 2017-18. Audited Accounts for the year 2016-17 has been approved by the NMML Society. We have requested the Hon'ble Prime Minister in his capacity as the President of the NMML Society for a convenient date and time for convening the Annual General Meeting of the NMML Society.</td>
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<td>5.3</td>
<td>Mandatory Returns and Reports</td>
<td>Quarterly income tax returns will be filed on or before scheduled dates; cabinet summary on the monthly activities of the Institution will be</td>
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<tr>
<td>5.4</td>
<td>Disposal of RTI Applications</td>
<td>All RTI applications received during the year will be disposed of within the scheduled period of thirty days.</td>
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<td>5.5</td>
<td>Disposal of Public Grievances</td>
<td>All public grievances received during the year will be taken care of immediately.</td>
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<tr>
<td>5.6</td>
<td>Website Up-gradation</td>
<td>The NMML’s website nehrumemorial.nic.in. will be periodically uploaded with fresh information and the website will be constantly maintained.</td>
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<tr>
<td>5.7</td>
<td>Swachh Bharat Campaign</td>
<td>The NMML will prepare a calendar of events for the year 2018-19 to be conducted as part of the Swachh Bharat Campaign and the responsibility will be given to the Children Resource Centre of the NMML.</td>
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<td>5.8</td>
<td>Social Media</td>
<td>The NMML already had Facebook and other Social Media accounts which are being updated on day to day basis. NMML had a YouTube channel and major events and important lectures are already available on this. The NMML is sharing these contents with Media Cell of the Ministry of Culture. The NMML will make all efforts to publicize all its programmes through the Social Media. As directed by Ministry of Culture we are also under process to publicize all our programmes through Ministry of Culture Sanskriti App.</td>
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<tr>
<td>5.9</td>
<td>RFD Uploading</td>
<td>The NMML will prepare the RFD for the year 2018-19 and upload it.</td>
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<td>6.</td>
<td>Modernization of Nehru Museum</td>
<td>The Ministry of Culture has given a special grant of Rs.5.00 crores for modernization of the Nehru Museum. The work on redesigning and upgrading the Nehru Museum is underway.</td>
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<td>7.</td>
<td>Creation of Nehru Portal</td>
<td>The Nehru Portal’s (NHP) English version was launched on 14th November, 2014 by Hon’ble Shri Rajnath Singh, Minister of Home Affairs. This Portal has total 61 volumes of Selected Works of Jawaharlal Nehru in digital format. The STQC and NHP’s Hindi versions work is in process.</td>
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<td>8.</td>
<td>Acquisition of Private Papers</td>
<td>NMML will aim to acquire five new archival collections</td>
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<td>9.</td>
<td>Oral History Recordings</td>
<td>The NMML will interview approximately 6 important personalities during the year for the Oral History Project. It will aim to finalize approximately 21 transcripts and transfer them</td>
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<td>10.</td>
<td>Seminars and Lectures</td>
<td>The NMML proposes to organise Weekly Seminars, Workshops, Book Discussions, Public Lectures and National and International Conferences during the year.</td>
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<td>11.</td>
<td>Publications</td>
<td>The NMML will bring out 30 Occasional Papers. The fifth and sixth volume of the <em>Selected Works of C. Rajagopalachari</em> will be published.</td>
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<td>12.</td>
<td>Centre for Contemporary Studies</td>
<td>The NMML will ensure that all the Fellows submit their six-monthly reports on time and the final report before completing the fellowship.</td>
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<tr>
<td>13.</td>
<td>Digitization Project</td>
<td>Approximately 5,50,000 pages will be made available for scanning. After physically checking each and every page with the catalogue, carrying out correction in the catalogue, pagination, separating duplicates, creating new files if required, taking out keywords, arranging them chronologically, preparing metadata as per the revised catalogue, and proof reading of metadata and revised catalogue and finalizing it.</td>
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<td>14.</td>
<td>Reprography Division</td>
<td>In the ongoing project of Digitization of manuscripts, Reprography Division will scan 5,50,000 pages and same will be uploaded on D-space Document Management System.</td>
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<td>15.</td>
<td>Nehru Learning Centre for Children and Youth</td>
<td>During the year every month at least two of the following programmes will be conducted:</td>
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<td>Regular Monthly Programmes</td>
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<td></td>
<td></td>
<td>1. Let’s Learn from Stories</td>
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<td></td>
<td></td>
<td>2. Yeh Tara Wo Tara: Understanding Stars</td>
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<td></td>
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<td>3. Swachhta Monthly Programmes</td>
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<td>Bi-Monthly Programmes</td>
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<tr>
<td></td>
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<td>I. The World Around Us/Hamari Duniya:</td>
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<td>II. Science and Society:</td>
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<td>16.</td>
<td>Nehru Planetarium</td>
<td>Regular monthly activities of the planetarium: Skywatch with telescopes, Full Dome Public Lecture, Skype interactions with Scientists, Sun observations and other viewing of...</td>
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interesting daytime events. Live shows for schools.

Periodic activities:

Hands on Astronomy workshops, Jantar Mantar observations for the public, Astronomy and Space Quiz, Astronomy Art competition, Khagol prashnottari,

Long term activities:

Student projects in Astronomy, Archeoastronomy and Astronomy education publications. Restoration and continuous usage of the Jantar Mantar observatory instruments.

(Director, NMML)
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<th>S.No.</th>
<th>Item</th>
<th>Minimum Targets</th>
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</table>
| 1.    | Outreach programmes, Seminars, Workshop       | Outreach Programmes: 5  
Seminars: 49  
Conference/Workshop: 6  
Public Lectures: 40  
Book Launch and Discussion: 6  
Panel Discussion: 12 |
| 2.    | Publications                                  | (a) Selected Works of C. Rajagopalachari  
Volume 5 and 6  
(b) Occasional Papers: 30 |
| 3.    | Research                                      | The NMML will award about 27 Fellowships in the level of ‘Junior Fellow’, ‘Fellow’ and ‘Senior Fellows’ for undertaking research on three approved following themes:  
(i) India: recent historical trends and development.  
(ii) India in transition  
(iii) India and the wider world |
| 4.    | Exhibitions                                   | The NMML will organize a minimum of 4 Exhibitions. |
| 5.    | Laying of the Audited Accounts and Annual Reports on the tables of both the Houses of Parliament | Audited Accounts for the year 2016-17 has been approved by the NMML Society. We have requested the Hon’ble Prime Minister in his capacity as the President of the NMML Society for a convenient date and time for convening the Annual General Meeting of the NMML Society |
| 6.    | Organizing Hindi Workshops                    | The NMML will organize workshops in Hindi periodically and a minimum of 4 Hindi workshops will be held.  
Hindi Pakhwada will be organised in the month of September 2018. |
<p>| 7.    | Swachch Bharat                                | The NMML will prepare a calendar of events to be conducted as part of the Swachh Bharat Campaign and the responsibility will be given to the Children Resource Centre of the NMML. |
| 8.    | Cultural Activities                           | NMML will collaborate with Indian Council for Cultural Relations and Ministry of Culture to organise various cultural programmes to develop and promote the rich diversity and uniqueness of various cultures. |
| 9.    | Increase presence in Social Media             | The NMML already in Facebook, Twitter and Youtube. |
| 10.   | The Recruitment Rules for all the Staff to be reviewed | The Recruitment Rules for all the Staff will be reviewed. |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>11.</td>
<td>Audited Accounts and Annual Reports for the year 2016-17</td>
<td>Audited Accounts for the year 2016-17 has been approved by the NMML Society. We have requested the Hon’ble Prime Minister in his capacity as the President of the NMML Society for a convenient date and time for convening the Annual General Meeting of the NMML Society.</td>
</tr>
<tr>
<td>12.</td>
<td>Uploading of RFD on the site</td>
<td>RFD will be uploaded</td>
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<td>13.</td>
<td>Maintenance of asset register</td>
<td>Asset register will be maintained.</td>
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<td>14.</td>
<td>Month wise Physical and Financial Targets</td>
<td>Month wise Physical and Financial Targets will be worked out.</td>
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<td>15.</td>
<td>Percentage of Plan expenditure to be met by internal revenue generation</td>
<td>10%</td>
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<td>16.</td>
<td>Unit-wise cost of activities</td>
<td>Shall be provided separately.</td>
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<td>17.</td>
<td>Impact assessment/readership targets</td>
<td>Impact assessment/readership targets will be undertaken.</td>
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(Director, NMML)
<table>
<thead>
<tr>
<th>S.No.</th>
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<th>Sanctioned Strength</th>
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<td>Male</td>
<td>Female</td>
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</tbody>
</table>
| 30   | Photographer                                 | 6    | 5      | 1 (on lien)  
| 31   | Technical Assistant (preservation)           | 4    | 2      | 6      |
| 32   | Junior Library & Information Assistant       | 11   | 6      | 17     |
| 33   | Guide                                        | 5    | 3      | 8      |
| 34   | Junior Stenographer                          | 3    | 3      | 6      |
| 35   | Junior Stenographer (Hindi)                  | 1    | 1      | 2      |
| 36   | Upper Division Clerk                         | 10   | 9      | 19     |
| 38   | Junior Technician                            | 2    | 1      | 3      |
| 39   | Photo Assistant                              | 1    | 0      | 1      |
| 40   | Preservation Assistant                       | 3    | 2      | 5      |
| 41   | Lower Division Clerk                         | 17   | 8      | 25     |
| 42   | Sr. Attendant Library                        | 1    | 0      | 1      |
| 43   | Staff Car Driver                             | 2    | 2      | 4      |
| 44   | Attendant (Preservation)                     | 2    | 0      | 2      |
| 45   | Attendant (Library)                          | 6    | 2      | 8      |
| 46   | Janitor                                      | 2    | 2      | 4      |
| 47   | Senior/Head Attendant (Gallery)              | 1    | 1      | 2      |
| 48   | Attendant (Gallery)                          | 13   | 11     | 24     |
| 49   | Head Security Guard                          | 1    | 0      | 1      |
| 50   | Security Guard                               | 4    | 0      | 4      |
| 51   | Head Safai Karamchari                        | 1    | 1      | 2      |
| 52   | Safai Karamchari                             | 7    | 6      | 13     |
| 53   | Farash/Farash-cum-Bandhani                   | 10   | 4      | 14     |
| 54   | Daftary                                      | 4    | 2      | 6      |
| 55   | Peon/Messenger                               | 4    | 2      | 6      |
|      | **Total**                                    | **192** | **134** | **58** |

(Director, NMML)
<table>
<thead>
<tr>
<th>S. No.</th>
<th>Activities</th>
<th>TARGET (in Lakhs)</th>
<th>WEIGHT (in %)</th>
<th>Physical Target</th>
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<td>North East (Lectures, The History of North-East India: New Perspectives)</td>
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<td>15</td>
<td>Publication of Ready Reference of finalised (1966-2018) oral history interview</td>
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<td>Reprography (Preservation) Material Requirement -Tissue Paper, Chemical, Polyester Roll</td>
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<td>Reprography (Preservation) Commodities</td>
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<td>28</td>
<td>Planetarium (Administrative Cost)</td>
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<td>29</td>
<td>Planetarium (AMC)</td>
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<td>Nehru Museum Up-gradation (Consultancy, Fees to Design Consultant)</td>
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<td>37</td>
<td>Nehru Museum Multimedia Interfaces for New Galleries</td>
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**TOTAL** 3092.17 100.00 1297904.00

Annexure A1: DTH Content, Village Coverage & Viewership/Readership
Annexure A2: Sum of Physical Targets, Sum of Financial Targets, Internal Revenue Generation etc.
### Activity 1: Fellowship (Senior Fellows)

**Weight (W) = %** 4.20%

**Unit Cost (in Rs lakh) = 1.96606**

<table>
<thead>
<tr>
<th>Month</th>
<th>Target (in Man Months)</th>
<th>Physical: Achievement</th>
<th>Financial (Rs in lakh)</th>
<th>Score W* A/T</th>
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<td>Apr-18</td>
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<td>7.86</td>
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<tr>
<td>May-18</td>
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<tr>
<td>Jun-18</td>
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<td>Jul-18</td>
<td>6</td>
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<td>Oct-18</td>
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<tr>
<td>Nov-18</td>
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<td><strong>66</strong></td>
<td></td>
<td><strong>129.76</strong></td>
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1. Duration of Fellowship is for 2 Years.
   The Fellows were paid Fellowships as per the Pay Scale attached to the level of Fellowship which also included contingency expenses. The Senior Fellows carries a Pay Scale of PB4 Rs. 37400-67000 + Rs. 10000 Grade Pay which is equivalent of a Professor in Central Universities and Rs. 30000 per year contingency grant. (The pay structure would be revised as per the current epc)

2. The Nehru Memorial Museum and Library (NMML) offers fellowships to scholars to pursue research in (i) India: Recent Historical Trends and Developments (ii) India in Transition: Issues and Challenges (iii) India and the Wider World

3. Scholars of eminence who have made a significant contribution to the knowledge in their respective fields and preferably have experience of conducting/guiding research and have two published books to their credit.

4. The Fellows of the NMML submit a report of their work every six months which are reviewed by an Expert Committee.

5. The NMML awarded 6 fellowships in the year 2017-18 (for a duration of 2 years) in comparison to 2016-17 the no. of fellows are increased due to new fellowships programme

6. The increase in unit cost has been estimated as per 7 CPC recommendation

7. Last Year's Target: (Rs. in lakh) 218.30 lakh

8. Last Year's Expenditure: Rs. Senior Fellows: 12.81 lakh

9. Last year Physical Target 111

10. Average Cost expenses = 0.12 lakh
Activity 2: Fellowship (Fellows)

<table>
<thead>
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<th>Month</th>
<th>Target (in Man Months)</th>
<th>Achievement</th>
<th>Target</th>
<th>Achievement</th>
<th>Score</th>
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<tr>
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<td>Sep-18</td>
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<td>19.78</td>
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<td>Oct-18</td>
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<td>19.78</td>
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<tr>
<td>Nov-18</td>
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<td>19.78</td>
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<tr>
<td>Dec-18</td>
<td>11</td>
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1. Duration of Fellowship is for 2 Years.

The Fellows were paid Fellowships as per the Pay Scale attached to the level of Fellowship which also included contingency expenses. The Fellows are in the Pay Scale of PB7 Rs. 37400-67000 + Rs. 9000. Grade Pay which is equivalent to a Associate Professor in Central universities and Rs. 30,000 per year contingency grant. (The pay structure would be revised as per the current cpc)

2. The Nehru Memorial Museum and Library (NMML) offers fellowships to scholars to pursue research in (i) India: Recent Historical Trends and Developments (ii) India in Transition: Issues and Challenges (iii) India and the Wider World.

3. Ph.D. or equivalent with a good academic record, published works and at least five years teaching/post-doctoral research experience.

4. The Fellows of the NMML submit a report of their work every six months which are reviewed by an Expert Committee.

5. Contingency — ……. 

6. The NMML awarded 11 fellowships in this year (for a duration of 2 year) in comparision to 2017-18 the no. of fellows are increase due to new fellowships programme

8. The increase in unit cost has been estimated as per 7 CPC recommendation

9. Last Year's Target: (Rs. in lakh) 179.09 lakh

10. Last Year's Expenditure: Rs. Fellows: 11.37 lakh

11. Last year unit 135.00

12. Average Cost expenses = 0.08 lakh
## Activity 3: Fellowship (Junior Fellows)

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1. Duration of Fellowship is for 2 Years.
2. The Fellows were paid Fellowships as per the Pay Scale attached to the level of Fellowship which also included contingency expenses. The Junior Fellows are in the Pay Scale of PB4 Rs. 15600-39100 + Rs. 6000 Grade Pay which is equivalent of a Assistant Professor in Central Universities and Rs. 25,000 per year contingency grant.(The pay structure would be revised as per the current cpc)
3. The Nehru Memorial Museum and Library (NMML) offers fellowships to scholars to pursue research in (i) India: Recent Historical Trends and Developments (ii) India in Transition: Issues and Challenges (iii) India and the Wider World
4. These positions are open to candidates with a good academic record and/or scholarly publications, and preferably a Ph.D. degree.
5. The Fellows of the NMML submit a report of their work every six months which are reviewed by an Expert Committee.

The NMML awarded 10 fellowships in this year (for a duration of 2 year) in comparision to 2016-17 the no. of fellows are increase due to new fellowships programme

The increase in unit cost has been estimated as per 7 CPC

Last Year's Target : (Rs. In lakh) 72.82 lakh
Last Year's Expenditure: Rs. Jr. Fellows: 9.40 lakh
Last year unit's 110.00
Average Cost expenses = 0.09 lakh

Dr. Ravi K. Mishra
Deputy Director
Nehru Memorial Museum & Library
New Delhi 1100011 / New Delhi 1100011
<table>
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<th>Month</th>
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Conferences planning to be organised at the major institutions of North-East India, which will help scholars, researchers, students and local people come together and discuss their research areas. These two Conferences on North-East will deal with relation between Society and Region in the 20th Century. While they get a chance to present their research/ findings the other scholars are benefitted by expanding their knowledge of the North-East. The NMML will provide return airfare and hospitality during the course of the Conferences.

Name  | Activity | Amount |
--- | --- | --- |
2 | Last Year’s Target : (Rs. In lakh) | 4+5 | 15.50 lakh |
3 | Last Year’s Expenditure: | 4 | 4.26 lakh |
4 | Last year Unit’s | | 14 |
5 | Average cost expenses | 0.30 lakh |
6 | Expenditure shall be done as per GFR 2017 provisions. |
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1. The Lectures are covering different themes on North-East India scholars from different Universities and Colleges from North-Eastern States are invited to give the Lectures. The speakers are given an honourarium of Rs 3000 and the Chairperson Rs. 1500. Other expenses include advertisement of the lecture in the newspaper, airfare and local hospitality to the outstation speakers and refreshment to participants of the Lectures.

2. Last Year's Target: (Rs.in lakh) Consolidated in activity 4 under north east expenses

3. Last Year's Expenditure: Consolidated in activity 4 under north east expenses

4. Expenditure shall be done as per GFR 2017 provisions.
### Activity 6: Seminars

**Unit Cost (In Rs lakh) = 0.10**

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These Seminars are One Day or two days Seminars with one speaker on the area of his/her current Research.

The Speakers are given an honorarium. Other expenses include Refreshments and Advertisements, TA/DA, arrangements of stay of outstation participants.

Last Year's Target: (Rs. In lakh) = 4.8 lakh

Last year’s units = Activity 6+7 = 53

Last Year’s Expenditure on Activity = 24.81 lakh

Average cost expenses = 0.47 lakh

Under this, expenses on Conferences (Activity 7) are also included and both the activities (Seminars+Conferences) have been treated under one head. So, Average Cost = Last year’s expenditure on Seminars & Conferences/No. of Seminars & Conferences

Expenditure shall be done as per GFR 2017 provisions.

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(author's signature)
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The Conferences are organised on different subjects on Indian History and Society. Scholars from different parts of the country are invited to speak in the Conferences.

The Speakers are given an honorarium. Other expenses include Airfare to Outstation participants, Lunch and Tea to all the participants, Hospitality to Outstation participants and Advertisements.

Last Year's Target: (Rs. In lakh) 15 lakh

Last year's units = Consolidated in Activity 6 under Seminars

Last Year's Expenditure: Consolidated in Activity 6 under Seminars

Expenditure shall be done as per GFR 2017 provisions.

[Signatures]
### Activity 8: Publications (CR Project)

**Weight (W) = % 0.41%**

**Unit Cost (In Rs lakh) = 0.35**

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NMML has hired staff on Contractual Basis for collection of material, annotations and the draft manuscripts of the Selected Works of C. Rajagopalachari Volumes and they are paid Monthly Salaries under Non-Plan Budget. Further volumes of selected works of C. Rajagopalachari are being finalized for publishing.

1. Last Year’s Target (Rs. In lakh) 21.00 lakh
2. Last Year’s Expenditure: Rs. 6.26 lakh
3. Last year unit = 60.00
4. Average Cost expenses = Rs. 0.10 lakh
5. Expenditure shall be done as per GFR 2017 provisions.

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We publish Occasional Papers of the Presentations made at our Seminar Programs and also the Research output of ongoing Research done by our Fellows under Two series namely 'History and Society', 'Perspectives in Indian Development' 'International Relation' and 'Samaj aur lithhas'.

1 Last Year's Target (Rs.in lakh) 12.8 lakh
2 Last Year's Expenditure: Rs.in lakh 0.35 lakh
3 Last year unit = 40
4 Average Cost expenses = Rs. 0.0888 lakh
5 Expenditure shall be done as per GFR 2017 provisions.

Drs. Smt. Dr. Smt. / Dr. Ram K. Mathur
Deputy Director
National Museum, Library
New Delhi-110011/ New Delhi-110011
Activity 10: Manuscripts Division

<table>
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NMML has hired staff on Contractual Basis for preparation of Metadata for the Digitization Project and they are paid Monthly Salaries under Plan Budget

1 Last Year's Target : (Rs. In Lakh) 56.38 lakh
2 Last Year's Expenditure: Rs. 22.61 lakh
3 Last year unit 216.00
4 Average Cost expenses = Rs. 0.10 lakh
5 Expenditure shall be done as per GFR 2017 provisions.

Dr. Sree K. Mishra
Deputy Director
National Memorial Museum & Library
New Delhi-110011
### Activity 11: Oral History Division (General Interviews)

<table>
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</table>

1. The staff of the Oral History Division undertake official tours to conduct Oral History Interviews of eminent personalities.

2. Last Year's Target: 2.00 lakh

3. Last Year's Expenditure: 0.86 lakh

4. Last year unit: 4.00

5. Average Cost Expenses: 0.21 lakh

6. Expenditure shall be done as per GFR 2017 provisions.

[Signature]

[Signature]

Dr. Ravi K. Mishra / Deputy Director
National Museum, National Museum & Library
New Delhi-110011 / New Delhi-110011
### Activity 12: Projects on Total Revolution, National Arts and Culture (NAC), Unsung Heroes and Indian Diaspora. (NEW)

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This is a New Project. Besides Oral History Project of the NMML in which prominent personalities are recorded of their reminiscences, special emphasis is given to other phases of historical importance such as Total Revolution, National Arts and Culture (NAC), Unsung Heroes and Indian Diaspora. This project covers conducting interviews in Delhi and through tours to other parts of India and abroad.

A team of Oral History Division officials consisting of minimum three persons shall visit different parts of India at least 4 times in a year to interview personalities associated with the above-mentioned projects. The expenditure includes their TA/DA.

This is New Activity for NMML, being undertaken to widen and enhance the coverage of the NMML archives.

1. Expenditure shall be done as per GFR 2017 provision
2. Last Year’s Target: (Rs. In lakh) 17.16 lakh
3. Last Year’s Expenditure: Rs. Nil
4. Expenditure shall be done as per GFR 2017 provisions.

[Signatures]
### Activity 13: North-East Region (Interviews and Acquisitions) (NEW)

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The NMML has an Oral History Division in which prominent personalities are recorded of their reminiscences. We proposed to record at least 5 personalities during the year from the North-East Region. This will help scholars to understand the North-East Region from the personal experiences of well known personalities. Likewise we also propose to acquire personal papers of important personalities from the North-East Region for historical research.

A Team of Oral History Division officials consisting of minimum three persons shall visit different parts of the North-East Region at least 2 to 3 times in a year to interview personalities. The expenditure includes their TA/DA.

A Team from Manuscripts Division of NMML consisting of minimum three persons shall visit different parts of the North-East Region at least 3-4 times in a year to acquire personal papers of important personalities from the North-East Region for historical research. The expenditure includes their TA/DA.

Last Year's Target : (Rs. In lakh) 10.00 lakh

Last Year's Expenditure: Rs. Consolidated in activity 4 under north east expenses

Expenditure shall be done as per GFR 2017 provisions.

Dr. Rav K. Mazumdar
Deputy Director
NMML
New Delhi - 110 011
## Activity 14: Acquire of Equipments for revamping of Studio

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Revamping of Studio with updated digital equipments. Considering indoor and outdoor recording of interviews the following equipments are required for quality recordings and storing them for a long time as they are of historical importance. As part of maintenance of Studio, civil repairing has to be done with the specified items from 9 to 12.

1. **Professional Digital Video Camera @ Rs. 5 lakhs (approx.)**
2. **4 Zoom Audio Recorder @ Rs. 50,000 each (approx.)**
3. **1 High Configuration Computer 64 bit @ Rs. 1.5 lakh (approx.)**
4. **8 Collar microphones (4 Wire mics and 4 Wireless mics) @ Rs. 20,000 each (approx.)**
5. **Two Adobe Audition CC 2018 with licence Audio editing software 64 bit @ Rs 25,000 (approx.) per unit**
6. **1 8x Sound Craft Mixer @ Rs. 70,000 (approx.)**
7. **4 On-ear high Bass Headphone @ Rs. 10,000 each (approx.)**
8. **1 Sony Speaker 5.1 @ Rs. 17,000 (approx.)**
9. **1 Dehumidifier @ Rs. 20,000 (approx.)**
10. **1 Sofa Set @ Rs. 1,00,000 (approx.)**
11. **Sound Proof Sealing @ Rs. 1,00,000 (approx.)**
12. **Linoleum sheets for flooring @ Rs. 1,00,000 (approx.)**
13. **This is New Activity for NMML to be undertaken in the F/Y 17-18 to revamp the NMML studio with latest technology & equipments for better repository of reminiscenses of eminent personalities.**

Purchases of goods made as per Rules 154, 155 & 158 of GFR 2017

- **Last Year’s Target : (Rs. In lakh)** 105 lakh
- **Last Year’s Expenditure: Rs.** Nil

Purchases of goods shall be made as per GFR 2017 provisions

Weight (W) = 0.49%

Unit Cost (In Rs lakh) = 15.00

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This Ready Reference (approx. 1000 pages) contains: (1) Name of the interviewee along with year of birth and death in alphabetical order; (2) Category of interviewee; (3) Language and Number of pages; (4) Date of commencement of Interview; (5) Place of Interview; (6) Place of activity including nativity; (7) Positions held; (8) Highlights of the interview; (9) Accession No. of MSS and Accession No. of OHD

This includes compilation of data, charges for publishers and charges for number of printout copies.

The publication of Ready Reference is meant for facilitating the scholars to have quick access to the finalized transcripts with specific period and subject concerned to them.

This is New Activity for NMML

Expenditure shall be done as per GFR 2017 provisions.

Dr. Ravi K. Mishra
Deputy Director
National Museum, Kolkata

Meenu Pradhan
Deputy Director
National Museum, Kolkata

Dilpreet Kaur
Deputy Director
NMML
**Activity 16 : Digitization (Archival Documents)**

Weight (W) = 0.59%

Unit Cost (In Rs) = 0.00

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The Digitization Project started with a Pilot component for a 3 months period and this was successfully completed.

We have succeeded in meeting our target of 4000 pages per day for scanning and embedding metadata.

Digitization includes scanning of private papers of eminent personalities during the Indian Freedom Movement.

The Unit Cost includes scanning of NMML Artefacts using Face Up Scanners, Data Cleaning, Metadata Embedding and Linking, Data Delivery of RAW/CLEAN and ACCESS Files in Portable Hard Drives, DVDs and LTO 6 Tape Drives.

Last Year Target: 17+18+19+20 = 78.84 lakh

Last Year Unit = 17+18+19+20 = 18.34 lakh

Last Year Expenses on Activities 17-20 = 66.09 lakh

Average Cost Expenses = 3.36 lakh

Under this, expenses on Activities 16-19, i.e., Digitization (Archival documents, photographs, microfilm conversion and AMC of Hardware & Software) are also included. So, Average cost= Last year’s expenditure/Last year’s units of Activity 16 to 19

Expenditure shall be done as per GFR 2017 provisions.

[Signature]

[Signature]
The Unit Cost includes scanning of Photographs housed at NMML using Face Up Scanners, Data Cleaning, Metadata Embedding and Linking, Data Delivery of RAW/CLEAN and ACCESS Files in Portable Hard Drives, DVDs and LTO 6 Tape Drives.

<table>
<thead>
<tr>
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Expenditure shall be done as per GFR 2017 provisions.

Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director

Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director

Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director

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Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director

Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director

Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director

Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director

Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director

Dr. P.K. Mishra / Deputy Director
Dr. Balram / Director
<table>
<thead>
<tr>
<th>Month</th>
<th>Target (Digital Documents)</th>
<th>Achievement</th>
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1. All the scanned data is being converted to Microfilms and stored for posterity.
2. The Unit Cost includes microfilming of all Digital Data using Archival Writer OP500
3. Last Year Target:
   Consolidated in Activity 16
4. Last year unit =
   Consolidated in Activity 16
5. Last Year Expenses:
   Consolidated in Activity 16
6. Average Cost Expenses:
   Consolidated in Activity 16
7. Expenditure shall be done as per GFR 2017 provisions.

Dr. Ravi K. Mishra / Deputy Director
(National Archives & Library
Museum & Library
Shikhar Complex, Teen Murti Bhawan,
New Delhi-110011)
<table>
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<tr>
<th>Month</th>
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<th>Physical Achievement</th>
<th>Financial Target (Rs in lakh)</th>
<th>Financial Achievement (Rs in lakh)</th>
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The Unit Cost includes AMC for the Server Systems deployed for Storage of Scanned Data and for the Open Source Document Management System Dspace for retrieval purposes.

1. Last Year Target:
   - Consolidated in Activity 16
2. Last year unit =
   - Consolidated in Activity 16
3. Last Year Expenses:
   - Consolidated in Activity 16
4. Average Cost Expenses
   - Consolidated in Activity 16
5. Expenditure shall be done as per GFR 2017 provisions.
## Activity 20: Reprography (Material Requirement - 100 Ft. Microfilm Rolls)

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<th>Score W* A/T</th>
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<tr>
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<tr>
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</table>

The Unit cost is based on purchase of Imagelink 35 mm Microfilm Roll.

The Reprography Equipments purchased by the NMML were well maintained to meet the requirements of the scholars.

The Reprography Division was provided with needed Reprographic Raw materials such as Microfilm Rolls, Developer and Fixer.

Last Year Target: 357.75 lakh

Last year unit = 460.00

Average Cost Expenses = 9.8448 lakh

Under this, expenses on Activities 20.22.23.25 are also included. So, Average cost = Last year’s expenditure/Last year’s units

Purchases of goods shall be made as per GFR 2017 provisions.
### Activity 21: Reprography (Material Requirement - Direct Duplicating and Duplicating Microfilm Rolls)

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<th>Target</th>
<th>Achievement</th>
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<td>Jul-18</td>
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<tr>
<td>Aug-18</td>
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</table>

- Weight (W) = 0.39%
- Unit Cost (In Rs Lakh) = 0.12
- Physical
- Financial (Rs in lakh)
- Score

- The Unit cost is based on purchase of Imagelink 35 mm Microfilm Roll Direct Duplicating and Duplicating 1000 ft. Microfilm Roll.
- The Reprography Equipments purchased by the NMML were well maintained to meet the requirements of the scholars.
- The Reprography Division was provided with needed Reprographic Raw materials such as Microfilm Rolls, Developer and Fixer.
- Purchases of goods shall be made as per GFR 2017 provisions.
- Last Year's Target (Rs. In lakhs) = 12
- Last Year's Expenditure: Rs. Nil

\[ \text{Score} = \frac{W \times A/T}{100} \]

*Signatures*

Dr. Pradeep K. Varma
Deputy Director
National Museum & Library

\[ \text{Signature} \]
## Activity 22: Reprography (Material Requirement - Microfilm Developer)

### Physical

<table>
<thead>
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<th>Target (in liters)</th>
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### Imagelink
- Microfilm ready to use Developer (packing in 5 liters cans) is required for developing Microfilm Rolls.
- The Reprography Equipments purchased by the NMML were well maintained to meet the requirements of the scholars.
- The Reprography Division was provided with needed Reprographic Raw materials such as Microfilm Rolls, Developer and Fixer.
- Last Year Target
  - Consolidated in Activity 20
- Last Year unit
  - Consolidated in Activity 20
- Last Year Expenses
  - Consolidated in Activity 20
- Average Cost Expenses
  - Consolidated in Activity 20

### Purchases of goods shall be made as per GFR 2017 provisions

---

Smt. Rohini J. Misra / Dr. Ravi K. Mishra
Deputy Director
NMML, National Museum of Natural History
New Delhi-1100011
### Activity 23: Reprography (Material Requirement - Microfilm Fixer)

**Weight** \( W \) = 0.10%

**Unit Cost (In Rs lakh) = 0.03**

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</table>

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Imagelink: Microfilm Fixer (packing in 5 liters cans) is required for developing Microfilm Rolls.

The Reprography Equipments purchased by the NMML were well maintained to meet the requirements of the scholars.

The Reprography Division was provided with needed Reprographic Raw materials such as Microfilm Rolls, Developer and Fixer.

Last Year Target: Consolidated in Activity 20

Last year unit = Consolidated in Activity 20

Last Year Expenses = Consolidated in Activity 20

Average Cost Expenses = Consolidated in Activity 20

Purchases of goods shall be made as per GFR 2017 provisions

---

**Signature:**

Dr. Ravi K. Mishra
Deputy Director

Shri. Vineet Pratap Singh
Head, National Museum & Library

Dr. Jyothirmayee Nithyananda
Deputy Director

**File No.:** NMML-115311/Mem-Date-170611
### Activity 24: Reprography (AMC for Equipments)

**Weight (W) = 0.11%**

**Unit Cost (In Rs lakh) = 0.86**

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<td>Target</td>
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</table>

1. The Unit Cost includes AMC for Microfilm Reader/Scanner/Printer, Processor, Camera, Direct Duplicators and Readers.
2. The Reprography Equipments purchased by the NMML were well maintained to meet the requirements of the scholars.
3. Last Year Target: 3.00 lakh
4. Last year unit: 1.00
5. Last Year Expenses: 0.94 lakh
6. Average Cost Expenses: 0.94 lakh

Expenditure shall be done as per GFR 2017 provisions.

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[Signatures]

**Dr. Ritu K. Mathur**

[Signature]

[Signature]

[Signature]
### Activity 25: Reprography (Equipment Purchase) (NEW)

<table>
<thead>
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The Reprography Division of the NMML took pioneering initiative to preserve the Newspapers published in the country through Microfilm in the late 1960s. Now due to digital invasion the manufacture of Microfilm Cameras has been stopped. This has necessitated the NMML to migrate to Digital preservation by procuring digital scanners and microfilm scanners.

This year we plan to Purchase 2 Microfilm Scanner@ 24 Lakh, 2 Newspaper Scanner@ 170 Lakh, 1 Archival Writer@ 160 Lakh, 1 Micro Scope@ 2 Lakh, 1 Splicing Machine@ 8 Lakh, 1 Spectro Photometer@ 0.6 Lakh, 1 Demio Meter@ 1.3 Lakh, 2 unit of dehumidifier, fire, two microfilm rewinders and one camera body with necessary accessories & complete studio light setup. These equipments would cost around Rs. 3.77 Cr. the Budgetry expense would be done in Aug. and Dec. 2017 respectively. This is a New activity.

The machines shall be procured through an Open Tender process on the basis of Market Survey.

Last Year Target: Consolidated in Activity 20

Last year unit = Consolidated in Activity 20

Last Year Expenses Consolidated in Activity 20

Average Cost Expenses Consolidated in Activity 20

Purchases of goods shall be made as per GFR 2017 provisions.
Activity 26: Reprography (Preservation) Material Requirement - Tissue Paper, Chemical, Polyester Roll

<table>
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</table>

The Unit cost is based on purchase of Chemicals @ 0.18 Lakh, polyester roll @ 0.12 Lakh, big size stepping machine @ 0.02 lakh and wax paper @ 0.05 Lakh.

Material purchased by the NMML were well maintained to meet the requirements of the scholars.

The Division was provided with needed Raw materials such as Chemical and Polyester

Last Year Target: 1.39000 lakh
Last year unit = 212.00
Last Year Expenses on Preservation = 0.06816 lakh
Average Cost expenses in Rs. = 0.00032 lakh

This activity has been included for the first time in MoU. It is related to Activity 27, so, both the activities have been included under one head. Last year units have been treated as monthly base and expenses are divided by 12.

Purchases of goods shall be made as per GFR 2017 provisions.
### Activity 27: Reprography (Preservation) Commodities

**Weight (W) = 0.12%**

**Unit Cost (In Rs Lakh) = 0.1285714**

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<th>Achievement</th>
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1. The Unit cost is based on purchase of commodities
2. Material purchased by the NMML were well maintained to meet the requirements of office.
3. 9 Chairs @ 0.05 Lakh, 7 Tables @ 0.2 Lakh, 3 Moveble Racks @ 0.15 Lakh, 1 Almirah @ 0.15 Lakh and 3 Steel Trays @ 0.03 Lakh
4. The items are furniture items required for the preservation section & its staff member's for day to day working
5. Consolidated in Activity 26
6. Purchases of goods shall be made as per GFR 2017 provisions

\[\text{Devi, Pratik K. Mishra} / \text{Deputy Director} \]
\[\text{National Museum of Natural History} \]
\[\text{Museum & Library Management,} / \text{NMML Museum Houses} \]

\[\text{Dated: } 10/08/2011 / \text{New Delhi-110001} \]
### Activity 28: Planetarium (Administrative Cost)

**Weight (W) = 3.49%**

**Unit Cost (In Rs lakh) = 9.00**

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The employees of the Planetarium were paid salaries under the Plan Account.

The Administrative Cost of Planetarium includes Salary of Planetarium Staff and day to day running expenses.

- Last Year Target: (Rs. In lakh) 108 lakh
- Last Year Expenses 67.95 lakh
- Last year unit = 12
- Average Cost Expenses 5.66 lakh

Dr. S. K. Monti
Deputy Director
Nehru Museum of Natural History
Nehru Museum of Natural History
Teen Murti Bhavan, New Delhi-110011
## Activity 29: Planetarium (AMC)

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The costly Planetarium Equipments were maintained under Annual Maintenance Contract.

This includes AMC for Specialised Projection System, Air Conditioners, Generator, UPS, CCTV, Fire Alarm System, Fire Hydrant System and CPWD for healthy running of the Planetarium.

Last Year Target (Rs. in lakh) = 30+31 = 40.20 lakh

Average Cost Expenses = 0.34 lakh

Under this, expenses on Activity 30 are also included. So, Average cost = Last year’s expenditure/Last year’s units of Activities 29 & 30

Expenditure shall be done as per GFR 2017 provisions.
### Activity 30: Planetarium (Outreach Programmes)

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The planetarium conducts periodic outreach programmes for school, college students and public visitors pertaining to Astronomy awareness and education. Many of the activities are planned and implemented in-house by the planetarium, however, in some instances experts are also invited to conduct specialized activities. These workshops are free for the participants, and dissemination material, refreshments etc. are given to the participants. Many activities are of participatory nature, however trophies are given to winners of competitive events like Space art contest, Astronomy Quiz etc.

Regular public lectures and Audio-Visual interviews (in the spirit of Oral History archives), with eminent Scientists invited from all over the country, will be undertaken.

Planetarium plans to conduct one international workshop on Astronomy and Astro Physics

Planetarium staff travel to different locations to conduct outreach activities and participate in seminars/meetings.

Last Year Target (Rs. In lakh)
Consolidated in Activity 29

Last year unit
Consolidated in Activity 29

Last Year Expenses
Consolidated in Activity 29

Average Cost Expenses
Consolidated in Activity 29

Expenditure shall be done as per GFR 2017 provisions.
**Activity 31: Planetarium (Infrastructure Build up) (NEW)**

Weight (W) = 7.76%

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1. Full Dome 2D projection system upgradation for the planetarium sky theater will be commissioned and installed.
2. Ambitious show production is generally being undertaken in-house with some cost for audio recording, music and video elements.
3. Sky theater chairs will be renovated.
4. Foyer area exhibits will be renovated.
5. **This is new activity for NMML for upgrading the present projection system as per changing technology**
6. Last Year's Target: (Rs. In) 818 lakh
7. Last Year's Expenditure: Rs. Nil
8. Expenditure shall be done as per GFR 2017 provisions.

[Signature]
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1. For the educational activities, outreach activities, temporary exhibitions, travelling exhibitions, and purchase of items of Souvenir Shop for further sale an amount the expected expenditure cost is Rs. 50 lakhs.

2. Last Year's Target: (Rs. In) 30 lakhs
3. Last Year's Expenditure: 2.02 lakhs
4. Average unit's 12
5. Average Cost 0.17 lakhs
6. Expenditure shall be done as per GFR 2017 provisions.
### Activity 33: Nehru Museum Up-gradation (Electrical Works)

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The Electrical repair work as per the Museum Modernisation for the Phases III-IV include the upgradation and laying of internal wires for display and multimedia interfaces of the first floor Museum Building. Electrical work will also include: provisioning of ACs, Fire Addressable systems, alarms systems, CCTV cameras. The work will be carried by CPWD based on the recommendations of the Museum Modernisation Design Consultant.

2 Approximate expenditure expected is 6.5 cr
3 Last Year's Target: (Rs. In lakh) 42.00 lakh
4 Last Year's Expenditure: Rs. 41.70 lakh
5 Last year unit's 2.00
6 Average Cost 20.85 lakh
7 Expenditure shall be done as per GFR 2017 provisions
### Activity 34: Nehru Museum Up-gradation (Civil Works)

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The Civil Works as per the proposed Museum modernisation include the restoration of the grade I heritage building and the permanent rooms of Museum used by Jawaharlal Nehru. The work involves Civil Repair & Protection works, masonry works, furniture works, partition works, false ceiling works, painting works, flooring repairs, display and exhibitions components, for the first floor of Museum Building approximately 2500 sq mts.

The works will be carried out by CPWD as per the specifications of the NMML's Design Consultant.

This is New Activity for NMML

Expenditure shall be done as per GFR 2017 provisions

[Signatures]

[Note: The image contains signatures and handwritten annotations that are not legible in the text.]
### Activity 35: Nehru Museum Up-gradation (Consultancy Fees to Design Consultant)

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1. Last Year's Target: (Rs. in lakh) 18.00 lakh
2. Last Year's Expenditure: Rs. 17.25 lakh
3. Last year unit's 2.00
4. Average Cost 8.63 lakh
5. Expenditure shall be done as per GFR 2017 provisions

[Signature]

[Signature]
### Activity 36: Nehru Memorial Museum: Equipments

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The Museum aims to setup a documentation cell and a small conservation laboratory for restoration of the collection of Museum. The equipments as camera, dehumidifiers, humidifiers, basic chemicals etc need to be procured.

1. Expected expenditure: 20.00 lacs
2. This is New Activity for NMML
3. Purchases of goods shall be done as per GFR 2017 provisions

[Signatures]

Dr. R. Ravi K. Mohan, Deputy Director
NMML, New Delhi-110011
The Multimedia component for the four galleries proposed in Phase II of Modernisation Project of Nehru Memorial Museum will include Digital and Technological Interfaces amounting to Rs: 1.5 crores

The details are as follows: Long Touch Smart Table Surface, Video Wall for Cradle to Grave Gallery, Laser Projection for Great Speeches Gallery, Touch screens for Man of Letters Gallery, Speaker Systems for Audio aids

This is New Activity for NMML

1. Weight (W) = 4.85%
2. Unit Cost (In Rs lakh) = 150.00
3. Score W* A/T

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3. Last Year's Target : (Rs. In lakh) 150.00 lakh
4. Last Year's Expenditure: Rs. nil lakh
5. Last year unit's 3.00
6. Average Cost nil lakh
7. Purchases of goods shall be done as per GFR 2017 provisions

Dr. H.S. Randhawa / Dr. Ravi K. Mishra
Director / Director
Nehru Memorial Museum

20/7/18
### Activity 38 : Upgradation of NMML cafeteria

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1. **This is New Activity for NMML**
2. Upgradation of Museum Cafeteria by carrying out civil and electrical repair and improvised interiors is expected to cost 70.00 lacs
3. Expenditure shall be done as per GFR 2017 provisions

### Signature

Dr. Ravi K Mishra
Deputy Director
National Museum & Library
New Delhi

Signature: Dr. Ravi K Mishra

Date: 20/7/18
<table>
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<tr>
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</tr>
<tr>
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<td>1000</td>
<td>21.07</td>
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<tr>
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<td></td>
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<tr>
<td>Mar-19</td>
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<tr>
<td>Total</td>
<td>4967</td>
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</tbody>
</table>

1. The Library procured books of high scholarly standard both from National and International Publishers.
2. The Unit Cost mentioned includes Purchase of Books.
3. Last year Target: (Rs. in lakh) = 86.75 lakh
4. Last year unit = 0.04 lakh
5. Last Year Expenses on Activities 39, 41, 42 & 43 = 90.77 lakh
6. Average Cost Expenses of Activities 39, 40, 42 & 43 = 2263.63 lakh
7. Under this, expenses on Activities 39, 41, 42 & 43 are also included. So, Average cost = Last year's expenditure/ Last year's units of Activities 39, 41, 42 & 43
8. Some names of publishers are given below:
   (a) Manohar Publishers
   (b) International Book distribution
   (c) Selected book services
   (d) Segment book services
9. Expenditure shall be done as per GFR 2017 provisions.
### Activity 40: Library (Purchase of E-Books)

**Weight (W) = 0.03%**

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<thead>
<tr>
<th>Month</th>
<th>Target</th>
<th>Achievements</th>
<th>Financial (Rs in lakh)</th>
<th>Score W x A/T</th>
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<tr>
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<td></td>
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<tr>
<td>May-18</td>
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<tr>
<td>Jun-18</td>
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<td></td>
<td>0.00</td>
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<td></td>
</tr>
<tr>
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</tr>
<tr>
<td>Mar-19</td>
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<td><strong>Total</strong></td>
<td><strong>100</strong></td>
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<td><strong>1.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

1. The Unit Cost mentioned includes Purchase of E-Books.
   This is a New Activity for NMML in view of changing technology in the field of ready sources.
2. Purchases of goods shall be made as per GFR 2017 provisions.
3. Last Year's Target: (Rs. In 1 lakh)
4. Last Year's Expenditure: Nil

[Signatures]

---

Dr. Ravi K. Mishra
Deputy Director
National Museum & Library
New Delhi, India.

[Another Signature]

[Address]: 110011 / New Delhi-110011
### Activity 41: Library (Subscription to Journals)

**Weight (W) = 1.78%**

One time subscription cost (In Lakh Rs) = 9.17

<table>
<thead>
<tr>
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<th>Financial (Rs in lakh)</th>
<th>Achievement</th>
<th>Score</th>
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<tr>
<td>Jan-19</td>
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1. The Library was able to procure by subscribing to Journals, both National and International, which are well acclaimed by the scholarly community.

2. The Unit cost includes subscription to Journals and Subscription to online Journals

3. Last Year Target: (Rs. In lakh) 51.78

4. Last year unit = Consolidated in Activity 39

5. Last Year Expenses Consolidated in Activity 39

6. Average Cost Expenses Consolidated in Activity 39

7. Some names of sellers are given
   (a) Central News Agency
   (b) Help Age India
   (c) Himalayan and Culture Asian

8. Expenditure shall be done as per GFR 2017 provisions.

---

Dr. Ravi D. Nanesa / Deputy Director
Narendra Maheta Mandir Museum & Library
Karni Murti Park, Teerth Murti House
Pin Code-110011 / New Delhi-110011
### Activity 42: Library (Subscription to Newspapers)

<table>
<thead>
<tr>
<th>Month</th>
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<th>Achievement</th>
<th>Target</th>
<th>Achievement</th>
<th>Score W* A/T</th>
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</thead>
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</tr>
<tr>
<td>Jun-18</td>
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<tr>
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<td>Aug-18</td>
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<tr>
<td>Sep-18</td>
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</table>

1. The Unit cost includes subscription to Newspapers
2. Last Year Target: (Rs. In lakh)
3. Last year unit = 1
4. Last Year Expenses
5. Average Cost Expenses
6. Expenditure shall be done as per GFR 2017 provisions.

Consolidated in Activity 39

[Signature]

Date: 30/7/18
## Activity 43: Library Software (LIBSYS) Maintenance

<table>
<thead>
<tr>
<th>Month</th>
<th>Target</th>
<th>Achievement</th>
<th>Target</th>
<th>Achievement</th>
<th>Score W* A/T</th>
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</tr>
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<tr>
<td>Jun-18</td>
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</tr>
<tr>
<td>Jul-18</td>
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The Unit cost includes maintenance of Library Software LIBSYS, target means time of server maintenance.

Last Year Target: (Rs. In lakh)
Last Year Unit = 1
Last Year Expenses
Average Cost Expenses
Expenditure shall be done as per GFR 2017 provisions.

Consolidated in Activity 39
Consolidated in Activity 39
Consolidated in Activity 39
Consolidated in Activity 39

[Signatures]
### Activity 44: Purchase of Library Book Supporter

<table>
<thead>
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<th>Month</th>
<th>Target</th>
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<th>Score W* A/T</th>
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<tr>
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1. Note: Target means quantity of Library Book Supporter
2. This is a New Activity for NMML for better storage of books of historical importance
3. Purchases of goods shall be made as per GFR 2017 provisions
4. Last Year’s Target: (Rs.) 1.5 lakh
5. Last Year’s Expenditure: Nil
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**Total Score:**

- **Achievement Score:** 0
- **Target Achievement Score:** 0
- **Month Total Score:** 0
- **Activity ID:** Vehicle Ownership
- **Vehicle ID:** 0.00
- **Activity:** Vehicle Ownership
- **Month:** Jan-19 to Dec-19
- **Target:** 0
- **Achievement:** 0
- **Score:** 0
- **Vehicle:** 0.00
- **Total:** 0
- **Achievement:** 0
- **Target:** 0
- **Month Total:** 0
- **Activity Name:** DTH Carrier
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<th>Sum of Physical Target (in Lakhs)</th>
<th>Sum of Physical Achievement</th>
<th>Sum of Financial Target (A) (in Lakhs)</th>
<th>Sum of Financial Achievement (B) (in Lakhs)</th>
<th>Budget (C) (in Lakhs)</th>
<th>Internal Revenue Generation (D) (in Lakhs)</th>
<th>Actual Financial Assistance Needed (E = A+C-D) (in Lakhs)</th>
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</tbody>
</table>

* Kindly note that the Revenue Allocation provided to the NMML does not cover any Pan Activities. Hence, corresponding Object Heads are not applicable for the activities mentioned in the Matrix.*