

No.F. 13-1/2016-NMMA
Government of India
Archaeological Survey of India
National Mission on Monuments and Antiquities

GE Building, Red Fort, Delhi-110006.
Dated the 05th Feb., 2016.

Sub:- Inviting proposals from Universities/Insitutions/Departments of Archeology of State Governments/NGOs etc. for documentation of antiquities housed in their premises or in different museums across the country – reg.

NMMA has been mandated to prepare a Comprehensive National Database on Built Heritage, Sites and Antiquities from different sources.

To accomplish the above task, NMMA, invites proposals from Universities/Insitutions/ Departments of Archeology of State Governments/NGOs etc. for documentation of antiquities as referred in **The Antiquities & Art Treasures Act 1972** housed in their premises or in different museums across India @ Rs. 61 to 71/- per antiquity*, which will include the cost of documentation including 3 D photography (convertible into 2D), as per NMMA templates, verification/certification (Rs.5/- per antiquity) and Rs.1.00 per antiquity to Project Head.

The responsibilities of the Institutions/universities/ Departments of Archeology of State Governments/NGOs etc. shall basically consist of documentation (digitization including 3 D photography, convertible to 2 D) of antiquities available with them as per Policy Document for Documentation of Antiquities pertaining to National Mission on Monuments and Antiquities (copy annexed). The definition of 'antiquity' will be as per the AAT act of 1972.

- Listing /documenting of the data on the prescribed format designed & developed by the NMMA through their own or other experts employed by them.
- Converting information in electronic formats and submission online or in the form of CD/DVD to NMMA along with hard copy.
- The list of antiquities to be documented would be approved by DG, ASI before the work is undertaken.
- Any other responsibility to be taken up through mutual understanding between NMMA and the Universities/ Insitutions/ Departments of Archeology of State Governments/NGOs concerned.

* Note: The variation in rates is an incentive measure to encourage Research Associates/ Documentation Assistants engaged by the Project Head for completion of documentation (including digitization and 3 D photography, convertible to 2D) of antiquities and to do documentation as much as possible keeping in view both quality and quantity. The payment to RAs/DAs for documentation including 3 D photography (convertible to 2 D) of minimum 225 antiquities in a month will be Rs.55/- per antiquity. RAs/DAs who perform better would be paid as under:

(a)	225-300	-	Rs. 55 per antiquity
(b)	301-375	-	Rs.60 per antiquity
(c)	376-500	-	Rs.65 per antiquity



On request NMMA may also provide requisite infrastructure support viz. 3D cameras, computers, furniture, stationery, requisite software etc. The Infrastructure will have to be returned to NMMA after the completion of the project.

Interested parties may submit their detailed proposals to Director, NMMA, GE Building, Red Fort, Delhi-110006 for consideration of the competent authority.

Clarifications, if any, required may pleased be addressed to the office of Director, NMMA.



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Director

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Policy Document for Documentation of Antiquities pertaining to National Mission on Monuments and Antiquities

The Hon'ble Prime Minister of India on the 56th Anniversary of Indian Independence Day (15th Aug 2003) made an announcement for setting up of three National Missions for preservation of Intangible cultural heritage, for preservation of Monuments and for the preservation of Antiquities. A letter addressed to secretary culture (No.PMO UO No.580/29/c/1/2-33-ES-2 dated 1st September 2009) has been issued by PMO office regarding the implementation status of above announcements made by Hon'ble Prime Minister.

As a follow up action, the Ministry of Culture conceptualized the mission and accordingly the project documents were prepared by Ministry of Culture. The Archaeological Survey of India was made nodal agency for implementing National Mission on Monuments and Antiquities (NMMA) during XI Five Year Plan (2007-2012) with a budgetary outlay of Rs.90.00 crore. Further the NMMA has been continued for another five year in the XII Five Year Plan (2012-2017) with budgetary outlay of Rs.99.20 crore.

Mandate of NMMA:

1. Preparation of a National Register of Built Heritage, Sites and Antiquities.
2. Setting up of State Level data base on built heritage, sites and antiquarian wealth for information and dissemination to planners, researchers etc., and for better management of such cultural resources. It attempts to create a systematic, accessible and retrievable inventory of the built heritage, sites and antiquarian heritage of the country.
3. Promote awareness programmes concerning the benefits of preserving the historical and cultural aspects of built heritage, sites and antiquities.
4. Extending training facility and capacity building to the concerned State Departments, local bodies, NGOs, Universities, Museums, Communities etc. in the field of conservation of built heritage, and preservation and management of antiquarian remains.
5. Developing synergy between institutions like ASI, State Departments, concerned institutions and NGOs to generate close interaction.

Objective of NMMA

1. Documentation and creation of suitable database on built heritage and sites through primary survey for information and dissemination to planners, researchers, etc. and for better management of such cultural resources.
2. Documentation in a uniform format developed by NMMA, of all antiquities that are available in different formats in the form of Registered Antiquities, Catalogued Antiquities with Central as well as State Governments, Private Museums and Collections, Universities, etc.

3. Promote awareness and sensitize people concerning the benefits of preserving the historical and cultural aspects of built heritage, sites and antiquities.
4. Extend training facility to the concerned State Departments, NGOs, Universities, Museums etc.
5. Help in developing synergy between institutions like Archaeological Survey of India, State Archaeology Departments, concerned Institutions and NGOs to generate close interaction.
6. Publication and Publicity

Legal Framework

The NMMA was launched to prepare two National Registers viz (i) National Register on Built Heritage & Sites and (ii) National Register on Antiquities strictly within the following legislative frame work.

1. For Built Heritage & Sites

"The Ancient Monument and Archaeological Sites and Remains Act 1958 (AMASR Act 1958)" and 1950 for documentation of colonial buildings as cut of date.

2. For Antiquities

"The Antiquities and Art Treasures Act, 1972 (AAT Act 1972)".

As per the Antiquities and Art Treasures Act, 1972, the following are the definitions of antiquity and art treasure:

- (a) "antiquity" includes –
- (I) (i) any coin, sculpture, painting, epigraph or other work of art or craftsmanship;
 - (ii) any article, object or thing detached from a building or cave;
 - (iii) any article, object or thing illustrative of science, art, crafts, literature, religion, customs, morals or politics in bygone ages;
 - (iv) any article, object or thing of historical interest;
 - (v) any article, object or thing declared by the Central Government by notification in the Official Gazette to be an antiquity for the purposes of this Act.

which has been in existence for not less than one hundred years, and

- (II) any manuscript, record or other document which is of scientific, historical, literary or aesthetic value and which has been in existence for not less than seventy-five years;

- (b) "art treasure" means any human work of art, not being an antiquity, declared by the Central Government by notification in the Official Gazette, to be an art treasure for the purposes of this Act having regard to its artistic or aesthetic value.

Accordingly, as per the mandate of NMMA, a database of all the antiquities has to be prepared as defined in the light of AAT Act, 1972. The antiquities which are to be documented for the preparation of National data base as per the AAT Act, 1972 are as under:

1. Palaeoliths
2. Microliths¹
3. Neoliths
4. Pottery² (All diagnostic sherds such as painted sherds, graffiti, decorations, inscribed potsherds etc.)
5. Terracotta objects
6. Metal Objects
7. Stone Objects
8. Glass Objects
9. Wooden Objects
10. Ivory & Bone Objects
11. Beads³
12. Sculptures
13. Coins & Coin Moulds⁴
14. Seals & Sealings
15. Inscriptions
16. Paintings, Tankhas, Ganjika, Textiles
17. Arms & Armours
18. Gems and Jewelleries.
19. Any other man made materials of bygone age.

¹ Documentation of Paleoliths, Mesolith / microliths and Neoliths may be done in groups for similar specimen from a particular site. Documentation incase of Paleolithis and Neolith in group of minimum of 04 may be done whereas in case of Mesolith and Microliths in group of minimum of 20 may be done.

² Pottery as we know is one of the prime object found on every archaeological sites abundantly in broken pieces (sherds) which not only helps archaeologists and historians to determine the age of the particular site but also sheds valuable information about the economy, culture, developing patterns, communication patterns, environs, technological developments, etc of the site. The shape and size of potteries are to be determined through various diagnostic sherds with factors like decorative patterns, painted motifs, etc. Hence documentation of potteries may be done for only diagnostic sherds whereas full pot and potsherds of intra-cultural/cross-cultural area needs to be incorporated for the purpose of documentation.

³ Documentation of beads may be done in groups of minimum of 06 on the basis of cultural strata, materials and shape, where as rare beads may be documented as single entry.

⁴ Documentation of coins in group of minimum of 12 and coin mould in group of minimum of 6 may be done in groups for repetitive types and as far as gold or silver coin is concerned this may be documented as a single entry.

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Documentation Process

The documentation process of antiquity intended for an object, includes information such as why the object is in the museum/ custody of archaeological department, who and from where it is collected, how old it is, who made it, where such objects are used, purpose and process of use, shape, size and weight, present condition, material composition, artistic beauty, etc.

In order to create a uniform database from the available data on antiquities and sites NMMA has developed a common template with essential parameters. The guidelines for filling up the template are as follows:

Sl. No.	Field	Explanation
01	Name of the Museum / Institution	
02	Title / Name of object	Exact title/name of the object i.e. Vishnu, bull etc..
03	Type of object	Type of object i.e. sculpture, coin, jewellery etc
04	Date / Period	Exact date of the object. This can only be determined through inscription or any absolute date. Period is determined in terms of Cultural period / approximate age in <i>Circa</i> .
05	Dynasty / Style	Dynastic affiliation or Stylistic affiliation of the object
06	Provenance	Findspot of the object In case of an excavated object its context needs to be mentioned.
07	Material	Exact identification of the material For example: Fine grained grey sandstone.
08	Measurement / weight	Measurement depends on the type and extant size of object. Weight should also be given for small and valuable objects like jewellery, coins etc.
09	Description	Physical description of the object that includes nature of the antiquity, detail description, inscriptional evidence, if any, manufacturing technique, and any special feature noticed etc. along with a general

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		photo of the object
10	Identification marks	<p>Marks/feature based on which the object can be identified in case of duplication or replication along with photographs.</p> <p>General marks are those that can be understood and identified easily by all at the first instance when the object is seen. Special marks are those that can only be identified if one observes carefully.</p>
11	Condition	Present physical condition of the object describing type, degree and probable cause of damage / weathering.
12	Photographs	Different views of the object. The photograph depends upon the form and intricacies of the object and 3-D photographs which can be converted in 2-D.
13	Location at the museum	Present location at the museum i.e. displayed in the gallery or reserve collection
14	State/UT	Name of the State / UT where the antiquity is presently lodged.
15	Accession / registration No.	Accession number of the object in the museum accession register or in the sculpture shed register or the number that is given by the collector or the registration number incase of registered objects.
16	Source of acquisition	How the object was acquired i.e. purchased / donated / loan / exchange / gift etc.
17	National Documentation No.	<p>State (in 2 characters)/Museum (in 3 characters/0000001 (antiquity serial no.) to be filled by NMMA</p> <p>DL / CAC / 00 00 001</p>
18	Published References	<p>Published reference on the object.</p> <p>If unpublished, whether it is mentioned in any archival document/ unpublished report/ only drawing is available, needs to be mentioned.</p>
19	Remarks	Any other observation on any aspect that one feels to be important while filling up of this documentation sheet.
20	Date of recording	The present date of recording the object
21	Recorded by	Name and address of the person who enlist details of the object

Handwritten signature

Guidelines for Measurements

To maintain uniformity, all the measurements should be taken in universal (metric) system i.e. in centimetres (cms). Thickness of any object should be taken in the maximum available area. If the object is broken then the measurement should be made with the maximum available area diagonally. For objects fixed or planted within pedestal, measurement should be taken with the available height, etc.

1	Stone, bronze, terracotta images	For images in standing position, measurement will consist of height, breadth and thickness. For images in reclining position (for e.g. reclining Vishnu) measurement will consist of length and breadth For life size images, measurement should be made in metres
2	Loose architecture members	Measurement for architectural members like lintel, pillar etc will consist of height, breadth and width.
3.	Beads	Depending upon the shape and size of the bead, the measurement should be made accordingly
4.	Bangles	Measurement will consist of diameter and thickness
5.	Coins	For coins, measurement will include diameter and weight.

Guidelines for Photograph

Digital photography of the antiquities should be taken in uncompressed TIFF format in 300 dpi resolution. In case the photograph is taken on NEF / RAW format, then it should be converted in TIFF format without any digital alteration. Photographs preferably be taken in 3-D which can be converted into 2-D. In case of miniature paintings, it may either be photographed or scanned in TIFF format 300 dpi resolution.

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