

The Asiatic Society
1 Park Street, Kolkata – 700 016

MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2017-18


Memorandum of Understanding between Ministry of Culture (MoC), Shastri Bhawan, New Delhi and The Asiatic Society, 1 Park Street Kolkata – 700 016 for the Financial Year 2017-18.

1. This agreement made this 27th Day of April, 2017 between the MoC, as the first party and the Asiatic Society, 1 Park Street Kolkata, an organization under the Ministry of Culture, hereinafter called the second party.
2. Whereas the mandate of the Ministry of Culture is to preserve and promote all forms of art and culture, it is responsible for formulation of policies of the Government in relation to Indian Art, Culture and Heritage and also for the execution, monitoring and review of those policies and whereas the Asiatic Society has the mandate/objectives to organize, initiate and promote researches in Humanities and Science in Asia; to establish, build, erect, construct, maintain and run research Institutions, reading rooms, museums, auditoriums and lecture halls and to organize lectures, seminars, symposia, discussions, meetings and award of medals, prizes and scholarships in furtherance of the objectives as prescribed under Act, Regulation and Bye laws of the Asiatic Society, Kolkata.
3. And whereas the Asiatic Society, Kolkata have the following mandate:
 - a) To plan and carry out activities for the promotion of Research and learning in both classical and modern core areas of academic excellence;
 - b) To implement 9 identified core areas of research such as Language (classical and modern), History of Science, Anthropology and Folklore, South-East Asian connectivities in various cultural aspects, studies on Manuscripts of various countries and languages available in the Society and so and so forth;
 - c) To act as a nodal institution of National Importance in real sense of the term;
 - d) To conserve and preserve valuable documents;
 - e) Digitization of source materials, such as Manuscripts, books on priority basis.

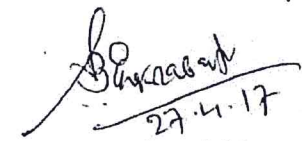
Purpose of the MoU

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

To achieve this, the following deliverables are required:


27/4/2017 1

सोस्ती चरण मंडल/Sosti Charan Mondal
अवर सचिव/Under Secretary
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Government of India
नई दिल्ली/New Delhi


27.4.17
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1. Budget/Accounts


- (i) Budgetary outlay for the year 2017-18 amounting to Rs. 2800.00 lakhs i.e. Rs. 580.00 lakhs for Grants-in-aid-General, Rs. 430.00 lakhs for Grants for Creation of Capital Assets, Rs. 1775 lakhs for Grants-in-aid-Salaries and Rs. 15.00 lakhs for Grants-in-aid-General North-East Region under Revenue is being allotted to Asiatic Society for carrying out organizational work. While incurring the expenditure, requisite approval of concerned GC/EB/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 Grant-in-Aid is dependent on the Asiatic Society, Kolkata'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) Asiatic Society shall submit the Annual Report and Audited Account for the year 2016-17 to the Ministry of Culture before the end of November 2017.
- (iii) The CAG audit, if required to be done, for the year 2016-17 shall be completed by the Asiatic Society by September 2017.
- (iv) Provisional utilization certificate shall be submitted to the Ministry by May 2017 and final utilization certificate by November 2017 for the financial year 2016-17. Further, for the financial year 2017-18, monthly provisional certificate has to be submitted before releasing the next month grants.
- (v) All pending CAG audit paras and internal audit paras shall be disposed of by December 2017.
- (vi) All financial irregularities which have been pointed out by Audit and pursued by the Ministry of Culture should be taken care of and report should be furnished by the Asiatic Society, Kolkata before the end of 1st quarter.
- (vii) 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.
- (viii) Monthly report in respect of financial and physical achievement in prescribed format as Annexure-I shall be submitted to Ministry of Culture by 1st 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.
- (ix) 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 Plan expenditure to be met by internal revenue generation by each organization.
 - c. Unit-wise cost of activities.
 - d. Impact assessment and readership/viewership target.
- (x) Governing Body of the Asiatic Society, Kolkata (ASK) shall review user charges/source of internal revenue generation at least once in a year; and this

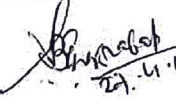
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exercise should preferably be completed by the month of September every year.

- (xi) ASK shall maintain data-base relating to grants, income, expenditure, investment, assets and employee strength etc. in the format prescribed by the Govt.
- (xii) ASK shall designate an appropriate level officer to render financial advice whose concurrence should be obtained for sanction and incurring of expenditure.
- (xiii) ASK may put in place a system of external or internal peer review of the ASK every three year or five year depending on the size of the ASK, in terms of GFR 229(ix), and further release of grant to ASK shall depend on the outcome of such review.
- (xiv) Performance parameters, output targets in term 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 ASK. The roadmap for improved performance with clear milestones should form part of the MoU.
- (xv) ASK shall account for revenue and capital expenditure separately. ASK shall maintain and present their annual accounts/final accounts in the standard prescribed format by the Govt.
- (xvi) While seeking grants from the Ministry, ASK shall provide the information in the prescribed format by the IFD and the administrative Division of the Ministry 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.
- (xvii) All interests or other earnings against GIA or advances (release to ASK) shall be mandatorily remitted to CFI, immediately after finalization of the accounts. Such advances shall not be allowed to be adjusted against future release.
- (xviii) The organization 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 undertakings liability on their own or Govt. account.
- (xix) The organization shall adhere to the time schedule prescribed under Rule 237 of GFR 2017 for submission of annual accounts and Annual Reports.
- (xx) ASK 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 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.


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27/04/2017
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- (xxi) The Ministry shall encourage ASK to maximize internal resources and eventually attain self-sufficiency. To achieve this administrative division may assign the target of internal revenue generation at least 30% of the total budget of ASK, and accordingly the physical and financial targets may be given to ASK.
- (xxii) The actual expenditure by ASK on the activities shall be subject to the availability of fund. While incurring the expenditure, ASK shall adhere to the GFRs provisions besides other instructions of the Govt. issued from time to time.

2. Human Resource

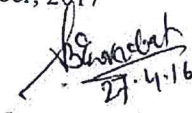
- (i) The Asiatic Society, Kolkata shall review/frame its Human Resource Policy and modify the same, if required with the approval of the Competent Authority by December 2017.
- (ii) The Recruitment Rules for all the Cadres shall be framed/reviewed with the approval of the Competent Authority. This process has to be completed by December 2017.
- (iii) Vacancies in the Organization will be filled up on time, after taking stock of the vacancies for the entire year.
- (iv) Vacancy position shall be reviewed by the Executive Committee/Council of the organization quarterly as set out in *Annexure-III*.
- (v) All DPC's will be conducted by The Asiatic Society, Kolkata within the stipulated time following the prescribed rules.
- (vi) All pending vigilance cases shall be disposed of in a time bound manner as per rules.
- (vii) Training of the staff of the organization will be ensured as per Staff Training Policy. Training Policy for the staff will be worked out and submitted to the Ministry of Culture by The Asiatic Society, Kolkata. For this purpose, a training calendar be designed in the beginning of the year. The Asiatic Society, Kolkata will assess needs for skill development and create tailored training modules.
- (viii) New Pension Scheme (if applicable) and related contribution towards any official under the Scheme will be done on time.
- (ix) Verification of appointments made during the last 5-10 years has to be carried out by The Asiatic Society, Kolkata. This process has to be completed by November, 2017.

3. Legal Matters

- (i) Bye-laws of the organization shall be framed/reviewed and made requisite amendments as per the prescribed guidelines will be made by November, 2017 with the approval of the Competent Authority.


 24/5/2017
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 THE ASIATIC SOCIETY


- (ii) Recruitment Rules in respect of all the posts will be framed/reviewed as per the laid down guidelines and prescribed procedures in tune with Asiatic Society Act 1984, Bye-laws and Regulations. The Asiatic Society will complete this process by December 2017.
- (iii) Asiatic Society ensures 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 2017 the information will be kept up to date.
- (iv) The Organization will utilize the online Court case monitoring software developed by NIC for regularly monitoring its ongoing Court cases during the year.

4. Parliament Matters


- (i) Audited Accounts and Annual Report will be placed before the Parliament on time. The report shall be sent by the Asiatic Society to MoC before end of November 2017.
- (ii) Fulfillment of all pending Parliamentary Assurances will be ensured within the stipulated time frame.
- (iii) Legislative matters, if any, will 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 Asiatic Society.

5. Innovative Subjects/ Projects

- i. The Asiatic Society will continue with its original commitments of organizing research, seminar, lectures, workshops on both classical and current areas of topical interest with a special focus on North-East India. For this purpose the Society will tie-up with various professional and academic bodies and institutions all over the country.
- ii. The Society will put on exhibition of rare books and manuscripts on important occasions from time to time.
- iii. The Society will also organize special lectures by eminent academicians/ personalities of the Country, such as the last year the Hon'ble President of India delivered a special lecture and this year the Hon'ble Vice President of India will deliver a lecture sometimes in November.


27/6/2017

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नई दिल्ली/New Delhi


27/6/17

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6. General

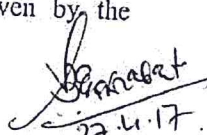
- (i) Mandatory meetings of all the Committees / Sub-Committees will be convened and conducted on time as per the following schedule :

Annual General Meeting : 1st Monday of May of each year.
Council : Each and every month from April 2017 to September 2017 and from November 2017 to March 2018.
Standing Finance Committee : Twice in a year.

- (ii) Every two years a Performance Audit should be done by reputed institutions of the activities of the Asiatic Society. For maintaining quality in academic work, an appropriate peer review system may be put in place. The Asiatic Society will need to display its capacity for self-introspection, if it is to remain truly independent.
Asiatic Society shall take action for implementation of the actionable points as indicated as Annexure-II (copy enclosed) based on the recommendations of the Committee constituted for the performance audit for the year 2016-17.
- (iii) Asiatic Society shall furnish/file mandatory returns/report on time Asiatic Society shall also provide the report/returns as and when asked by the Ministry.
- (iv) Asiatic Society shall ensure timely disposal of RTI application and appeal. The Society shall also furnish/upload certificate/report on RTI portal as per the extant guidelines.
- (v) For disposal of Public Grievances/complaints, Asiatic Society 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) Asiatic Society'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.
- (vii) Asiatic Society shall ensure the inputs for Cabinet Memos within the prescribed time frame.
- (viii) Asiatic Society shall ensure compliance with the Rajbhasha Policy as per directives received from MHA.
- (ix) Asiatic Society shall implement New Pension Scheme (NPS) as per the norms of the NPS.
- (x) Swachh Bharat Campaign/Programmes as well as cleanliness drive shall be taken up by the Asiatic Society and instruction/directions given by the Ministry in this regard shall be followed.


27/4/2017
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भारत सरकार/Government of India
नई दिल्ली/New Delhi

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27.4.17.
General Secretary
THE ASIATIC SOCIETY

- (xi) The Asiatic Society shall do an inventory of cultural spaces under the charge of the organization and submit the same to this Ministry by June, 2017.
- (xii) The Asiatic Society 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. Asiatic Society shall also upload its programmes of Mobile Apps. Followers of the Asiatic Society on the social sites have to be enhanced to double from the present number of followers by December, 2017.
- (xiii) The Asiatic Society will implement the following e-services:
 - (a) Asiatic Society will create online system for application and utilization certificates.
 - (b) The Asiatic Society shall create online system of Accounting by December, 2017.
 - (c) Asiatic Society will prepare and upload its publications online which would cover both free and paid access to these e-books.
 - (d) The organization will be active on the MyGov platform for inviting suggestions, ideas regarding its activities during the year.
- (xiv) Asiatic Society will provide archival material on intangible culture to IGNCA.
- (xv) Vision and Mission document will be prepared by the Organization and uploaded on its website.
- (xvi) Asiatic Society will emphasis on cultural research and education activities and will continue to undertake literary activities in collaboration with the Government funded education institutions.

7. Specific issues related to Asiatic Society :

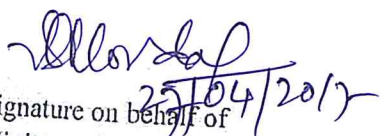
The Asiatic Society will supply to the Ministry of Culture mid-term information in respect of achievements of the targets set out in Annexure-I (enclosed) with this Memorandum. The information, together with the Annual Reports and Audited Accounts and any further reports/documents prepared in relation to the progress and development of the Asiatic Society, will be used to monitor the yearly performance. The Asiatic Society and the Ministry of Culture will undertake a joint review at the end of the financial year 2017-18. The funding grants to be provided to the Asiatic Society 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 2017-18 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 years. 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


 27/4/2017
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 अवर सचिव/Under Secretary
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 भारत सरकार/Government of India
 नई दिल्ली/New Delhi

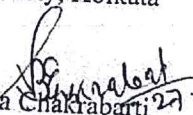

 27.4.17
 General Secretary
 THE ASIATIC SOCIETY

Ministry of Finance from time to time. If physical target is achieved in time, allocation of additional fund could be considered to conduct more activities. Any short fall in target may attract withdrawal/reduction in budgetary support.


Signature on behalf of
Ministry of Culture

सोस्ती चरण मंडल/Sosti Charan Mondal
अवर सचिव/Under Secretary
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Government of India
नई दिल्ली/New Delhi

Signature on behalf of
The Asiatic Society, Kolkata


Satyabrata Chakrabarti
General Secretary
General Secretary
THE ASIATIC SOCIETY

The Asiatic Society, Kolkata
(Ministry of Culture, Government of India)
MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2017-18 WITH
THE MINISTRY OF CULTURE

S.No.	Subject	Targets
1.	Budgets and Accounts	
1.1.	Budgetary Outlay	
1.2.	Annual Report	
1.3.	CAG Audit	
1.4.	Pending UCs	
1.5.	Disposal of CAG Paras	
2.	Human Resources	
2.1.	Human Resource Policy	
2.2.	Vacancy position	
2.3.	DPC	
2.4.	Training of staff	
2.5.	New Pension Scheme	
3.	Legal Matters	
3.1.	Amendments to the MOA	
3.2.	Bye Laws of the Organization	
3.3.	Online Court Cases Monitoring	
4.	Parliament Matters	
4.1.	Audited Accounts to be placed before Parliament	
4.2.	Fulfillment of pending parliamentary assurances	
4.3.	implementation of recommendations/suggestions of the Parliamentary Standing Committee	
4.4.	Legislative Matters	
5.	General	
5.1.	Mandatory meetings of all committees/ Sub-committees conducted on time	
5.2.	Performance Audit of the organization by External Evaluator	
5.3.	Mandatory Returns and Reports	
5.4.	Disposal of RTI applications	
5.5.	Disposal of Public Grievances	
5.6.	Website Up-gradation	
5.7.	Swachh Bharat Campaign	
5.8.	Social Media	
5.9.	RFD uploading	

Sosti Charan Mondal
27/4/2017

सोस्ती चरण मंडल/Sosti Charan Mondal
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भारत सरकार/Government of India
नई दिल्ली/New Delhi

S. Anand
27.4.17

Designation
General Secretary
THE ASIATIC SOCIETY

The Asiatic Society, Kolkata
(Ministry of Culture, Government of India)

Annexure-II

MOU: Key Performance Indicators 2017-18

S. No.	Item	Minimum Targets
1.	Outreach programmes, Seminars, Workshop, Exhibition and Lectures	
2.	Publications	
3.	Research	
4.	Exhibitions	
5.	Laying of the Audited Accounts and Annual Reports on the tables of both the Houses of Parliament	
6.	Organizing Hindi Workshops	
7.	Swachh Bharat	
8.	Cultural Activities	
9.	Increase presence in Social Media	
10.	The Recruitment Rules for all the staff to be reviewed	
11.	Audited Accounts and Annual Reports for the year 2016-17	
12.	Uploading of RFD on the site	
13.	Maintenance of asset register	
14.	Month wise Physical and Financial Targets	
15.	Percentage of Plan expenditure to be met by internal revenue generation	
16.	Unit-wise cost of activities	
17.	Impact assessment/readership targets	

Sosti Charan Mondal
27/4/2017
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S. K. Chakrabarti
27.4.17
General Secretary
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Designation

The Asiatic Society, Kolkata
(Ministry of Culture, Government of India)

Annexure-III

Vacancies in the Organization

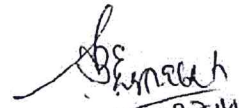
S. No.	Group 'A'	Name of the post	No. of vacancies	Details of occurrence of vacancies existing and anticipated	Action taken to fill up the post

S. No.	Group 'B'	Name of the post	No. of vacancies	Details of occurrence of vacancies existing and anticipated	Action taken to fill up the post

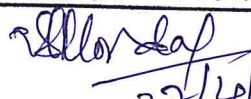
S. No.	Group 'C'	Name of the post	No. of vacancies	Details of occurrence of vacancies existing and anticipated	Action taken to fill up the post

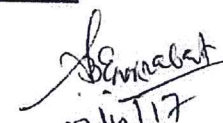
S. No.	Group 'D'	Name of the post	No. of vacancies	Details of occurrence of vacancies existing and anticipated	Action taken to fill up the post


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General Secretary
(.....) THE ASIATIC SOCIETY
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Annexure IV				
TARGETS FOR THE ASIATIC SOCIETY, KOLKATA 2017-18				
Sl. No.	Activities	Physical Target	Financial Target (Rupees in Lakhs)	Weight
1	Seminars, Workshops, Exhibitions, Lectures to be organized in collaboration with State and Central Govt. affiliated bodies and Universities.	22	55	1.96
2	Digitization of Manuscripts & Rare Books	1500	30	1.07
2(a)	Computerization & Modernization including Networking & Website Development	10	50	1.79
3	Staff Training	6	3	0.11
4	Conservation and preservation of objects/ Books/ Manuscripts	5000	25	0.89
5	Purchase of Manuscripts and Art objects for Museum	30	15	0.54
6	Purchase of Books, Journals for Library	1400	70	2.50
7	Publication of Books, Journals, Bulletins, Booklets & Reprint of rare books from Bibliotheca Indica series	40	40	1.43
8	New & Ongoing Internal Academic Research Projects	30	75	2.68
9	New and Ongoing External Academic Research Projects.	20	37	1.32
10	Maintenance & Office expenses	36	180	6.43
11	Salaries	2500	1775	63.39
12	Completion of the Phase II construction of Digital Library cum Guest House at Salt Lake, Kolkata	5	50	1.79
13	Infrastructural development in Museum and Conservation Section	4	80	2.86
14	Infrastructural development in Ballygunge Guest House and Metcalfe Hall	2	20	0.71
15	CPWD related works: Completion of two additional floors atop the new building of the Society.	1	280	10.00
16	Seminars, Workshops, Exhibitions, Lectures on North-East Region to be organized in collaboration with State and Central Govt. affiliated bodies.	6	15	0.54
	TOTAL	10612	2800	100


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Activity - I : Seminars, Workshops, Exhibitions, Lectures to be organized in collaboration with State and Central Govt. affiliated bodies and Universities.					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W) = 1.96					
Unit Cost (in Rs.) = 2.5 Lakh					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	4		1000000		
June.-17	0		0		
July.-17	4		1000000		
Aug.-17	0		0		
Sep.-17	2		500000		
Oct.-17	0		0		
Nov.-17	2		500000		
Dec.-17	0		0		
Jan.-18	4		1000000		
Feb.-18	4		1000000		
Mar.-18	2		500000		
Total	22		5500000		

Note:

1. Programmes at the National and International Level in collaboration with the Universities and Research Institutes organised in 2016-17 : 30 (Thirty) covering the following themes:
i. *Invoking Ambedkar*, ii. *225 years of German Translation of Kalidas's Abhijnanasakuntala and the Science of Comparative Philology*, iii. *Biogenomics: Molecular to Eco-System Level*, iv. *Autism*, v. *Research Methodology for Indological Studies*, vi. *Cosmology, Relativity & Gravity waves*, vii. *Toward a New Urban History: Identity and Spatiality in Ports-of-Trade. c. 100 - c.1850*, viii. *Mirza Ghalib: A Pillar of Indo-Persian Society to mark the 220th Birth Anniversary of the Poet*, ix. *Multilingualism as a Resource: The Need for Preservation, Cultivation and Enrichment of Sociolinguistic Resources in India*.
2. Total cost spent: Rs. 58,34,750/- to meet the expenses for the above programmes towards travel cost, local hospitality, conveyences, honorarium to the speakers as per actual cost.
3. Unit cost : $5834750/30 = \text{Rs. } 1,94,492$. Hence the proposed unit cost is Rs. 2.5 lakhs (approx.)

[Signature]
27/4/2017

सोस्ती चरण मंडल/Sosti Charan Mondal
अवर सचिव/Under Secretary
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Government of India
नई दिल्ली/New Delhi

[Signature]
27/4/17

General Secretary
THE ASIATIC SOCIETY

Activity - 2 : Digitization of Manuscripts & Rare Books					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W) = 1.07					
Unit Cost (in Rs.) = 0.02 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	150		300000		
June.-17	150		300000		
July.-17	150		300000		
Aug.-17	150		300000		
Sep.-17	150		300000		
Oct.-17	0		0		
Nov.-17	150		300000		
Dec.-17	150		300000		
Jan.-18	150		300000		
Feb.-18	150		300000		
Mar.-18	150		300000		
Total	1500		3000000		

Note:

The Society has started to develop and implement the programmes relating to Digitization of Manuscripts & Rare Books. An estimated number of 1500 such Manuscripts & Rare Books will be digitized during 2017-18. Near about 1 lakh pages of manuscript, rare books & journals has already been digitized. 6 lakhs pages digitized at the rate of Rs.5/- per page by utilizing in-house manpower and trainees / students.

Sosti Charan Mondal
27/4/2017

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भारत सरकार/Government of India
नई दिल्ली/New Delhi

Sosti Charan Mondal
27/4/17
General Secretary
THE ASIATIC SOCIETY

Activity - 2(a) : Computerization & Modernization including Networking & Modernization					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W)= 1.79					
Unit Cost (in Rs.) = 5 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievem ent (A)	Target (T)	Achievem ent (A)	
Aprl.-17	0		0		
May.-17	3		1500000		
June.-17	0		0		
July.-17	3		1500000		
Aug.-17	0		0		
Sep.-17	1		500000		
Oct.-17	0		0		
Nov.-17	0				
Dec.-17	3		1500000		
Jan.-18	0		0		
Feb.-18	0		0		
Mar.-18	0		0		
Total	10		5000000		

Note:

The Society has started to implement its computerization and modernization process by providing the updated Information Technology platform both in Hardware and Software. During the year 2017-18 the Society plans to upgrade its Networking System to provide better connectivity through LAN & Wi-Fi, procurement of Computers & Printers, revamping its Website and procurement of software. The procurements will be done through proper tendering process.

The physical targets are distributed as : Networking : 6 units;
Purchase of Computers : in 3 phases (Department wise) and
Development of Website (1 unit); Total : 10

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भारत सरकार/Government of India
नई दिल्ली/New Delhi

S. S. S. S.
27/4/17

General Secretary
THE ASIATIC SOCIETY

Activity -3: Staff training					
Object Head: 2205.00105.12.01					
Grants-in-aid-General: SI No.31					
Weight (W)= 0.11					
Unit Cost (in Rs.) = 0.50 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievem ent (A)	Target (T)	Achievem ent (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	0		0		
July.-17	2		100000		
Aug.-17	0		0		
Sep.-17	0		0		
Oct.-17	0		0		
Nov.-17	2		100000		
Dec.-17	0		0		
Jan.-18	0		0		
Feb.-18	2		100000		
Mar.-18	0		0		
Total	6		300000		

Note:

1. By March, 2017 three training programmes involving 35 employees organized .
2. Total expenditure: 1.75 Lakh
3. This activity involves towards the payment of TA-DA alongwith logistic support and capitation fees.

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नई दिल्ली/New Delhi

B. S. Bhatnagar
27.4.17

General Secretary
THE ASIATIC SOCIETY

Activity - 4: Conservation and preservation of objects/ Books/ Manuscripts					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W) = 0.89					
Unit Cost (in Rs.) = 500					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	500	0	250000		
July.-17	500	0	250000		
Aug.-17	500	0	250000		
Sep.-17	500	0	250000		
Oct.-17	500	0	250000		
Nov.-17	500	0	250000		
Dec.-17	500	0	250000		
Jan.-18	500	0	250000		
Feb.-18	500	0	250000		
Mar.-18	500	0	250000		
Total	5,000		2500000		

Note:

1. Books/ Manuscripts under conservation: Lamination- 425, binding- 1420
2. Amount spent: 9.20 lakh
3. Conservation and preservation of objects, Books, Manuscripts are very important work related to the Society, as the Society has a rich collection of more than 50,000 manuscripts, more than 4 Lakh Books and Journals and other related items and most of them are very rare and old.
4. During the current year we have a plan to spend 4 times more for conservation and preservation of the very old and priceless journals stored in the Metcalf Hall Library of the Asiatic Society.
5. Financial cost may differ due to the market rate.

Sosti Charan Mondal
27/4/2017

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नई दिल्ली/New Delhi

Suman Bah
27.4.17
General Secretary
THE ASIATIC SOCIETY

Activity - 5: Purchase of Manuscripts and Art Objects for Museum					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W) = 0.54					
Unit Cost (in Rs.) = 0.50 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	5		250000		
July.-17	0		0		
Aug.-17	5		250000		
Sep.-17	0		0		
Oct.-17	0		0		
Nov.-17	5		250000		
Dec.-17	5		250000		
Jan.-18	5		250000		
Feb.-18	0		0		
Mar.-18	5		250000		
Total	30		1500000		

Note:

1. The Society purchased 56 items of rare manuscripts from different collectors all over the Country amounting: Rs. 3,00,000/- during 2016-17.
2. Financial cost may differ due to the market rate.
3. Unit cost is Rs. 0.50 lakhs.

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27/4/2017

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नई दिल्ली/New Delhi

S. S. S. S.
27-4-17
General Secretary
THE ASIATIC SOCIETY

Activity - 6: Purchase of Books and Journals for Library					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W) = 2.5					
Unit Cost (in Rs.) = 5000/-					
Month	Physical		Financial		Score = $W \times A/T$
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	0		0		
July.-17	300		1500000		
Aug.-17	0		0		
Sep.-17	300		1500000		
Oct.-17	0		0		
Nov.-17	300		1500000		
Dec.-17	0		0		
Jan.-18	200		1000000		
Feb.-18	0		0		
Mar.-18	300		1500000		
Total	1400		7000000		

Note:

1. No. of Books/ Journals purchased: 450
2. Amount spent is Rs. 70,00,000/- during 2016-17.
3. Financial cost may differ due to the market rate.
4. Unit Cost is Rs. 5000/-

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भारत सरकार/Government of India

S. S. S. S.
27.4.17

General Secretary
THE ASIATIC SOCIETY

Activity -7: Publication of Books, Journals, Bulletins, Booklets & Reprint of rare books from Bibliotheca Indica series					
Object Head: 2205.00.105.19.01 Grants-in-aid-General : SI No. 31					
Weight (W) = 1.43					
Unit Cost (in Rs.) = 1.00 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Apr.-17	0		0		
May.-17	4		400000		
June.-17	4		400000		
July.-17	4		400000		
Aug.-17	4		400000		
Sep.-17	4		400000		
Oct.-17	0		0		
Nov.-17	4		400000		
Dec.-17	4		400000		
Jan.-18	4		400000		
Feb.-18	4		400000		
Mar.-18	4		400000		
Total	40		4000000		

Note:

1. Books/ journals/ bulletines published: 35
2. Amount spent during 2016-17 is Rs. 42,00,000/-
3. Financial cost may differ due to the market rate.

Sosti Charan Mondal
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नई दिल्ली/New Delhi

S. S. S. S.
27.4.17
General Secretary
THE ASIATIC SOCIETY

Activity -8: New & Ongoing Internal Academic Research Projects					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W) = 2.68					
Unit Cost (in Rs.) = 2.5 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievem ent (A)	Target (T)	Achievem ent (A)	
Aprl.-17	10		2500000		
May.-17	10		2500000		
June.-17	5		1250000		
July.-17	0		0		
Aug.-17	0		0		
Sep.-17	5		1250000		
Oct.-17	0		0		
Nov.-17	0		0		
Dec.-17	0		0		
Jan.-18	0		0		
Feb.-18	0		0		
Mar.-18	0		0		
Total	30		7500000		

Note:

1. Total No. of internal academic research projects: 24.
2. Amount spent during 2016-17 is Rs. 33,10,000/-
3. This expenditure includes payment for the research fellows, contingency etc.
4. Unit cost is Rs. 2.5 lakhs

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27/4/2017

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S. Banerjee
27.4.17
General Secretary
THE ASIATIC SOCIETY

Activity -9: New & Ongoing External Academic Research Projects					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W) = 1.32					
Unit Cost (in Rs.) = 1.85 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	5		925000		
May.-17	5		925000		
June.-17	5		925000		
July.-17	0		0		
Aug.-17	2		370000		
Sep.-17	0		0		
Oct.-17	0		0		
Nov.-17	3		555000		
Dec.-17	0		0		
Jan.-18	0		0		
Feb.-18	0		0		
Mar.-18	0		0		
Total	20		3700000		

Note:

1. Total No. of external projects during 2016-17 is 17.
2. Total expenditure: 9.96 lakh.
3. In the last year Society extended the scope of external ongoing projects covering the thrust areas of the Asiatic Society following the advice of the Peer Review Committee including preparation and publication of a three volume project on COMPREHENSIVE HISTORY OF MODERN BENGAL.
5. Financial involvement includes the salary of the Research Asstts., purchase of stationery items, contingency.
6. Unit cost is Rs. 1.85 lakhs.

Sosti Charan Mondal
27/4/2017


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भारत सरकार/Government of India


S. S. S. S.
27.4.17
General Secretary
THE ASIATIC SOCIETY

Activity - 10: Maintenance & Office Expenses					
Object Head: 2205.00.105.19.01					
Grants-in-aid-General : SI No. 31					
Weight (W) = 6.43					
Unit Cost (in Rs.) = 5.00 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievem ent (A)	Target (T)	Achievem ent (A)	
Aprl.-17	3		1500000		
May.-17	3		1500000		
June.-17	3		1500000		
July.-17	3		1500000		
Aug.-17	3		1500000		
Sep.-17	3		1500000		
Oct.-17	3		1500000		
Nov.-17	3		1500000		
Dec.-17	3		1500000		
Jan.-18	3		1500000		
Feb.-18	3		1500000		
Mar.-18	3		1500000		
Total	36		18000000		

Note:

1. Expenditure includes Maintenance works, Reprographic works, daily office expenses.
2. Financial cost may differ due to the market rate.


 27/4/2017
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 नई दिल्ली/New Delhi


 27.4.17.
 General Secretary
 THE ASIATIC SOCIETY

Activity - 11: Salaries					
Object Head: 2205.00.105.19.01					
Grants-in-aid-Salaries : SI No. 36					
Weight (W) = 63.39					
Unit Cost (in Rs.) = 71,000					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievem ent (A)	Target (T)	Achievem ent (A)	
Aprl.-17	205		14555000		
May.-17	205		14555000		
June.-17	205		14555000		
July.-17	205		14555000		
Aug.-17	205		14555000		
Sep.-17	205		14555000		
Oct.-17	210		14910000		
Nov.-17	205		14555000		
Dec.-17	210		14910000		
Jan.-18	230		16330000		
Feb.-18	210		14910000		
Mar.-18	205		14555000		
Total	2500		177500000		

Note:

1. Salary includes salary of the staff, contractual employees, casual labours.

Sosti Charan Mondal
27/04/2017
सोस्ती चरण मंडल/Sosti Charan Mondal
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संस्कृति मंत्रालय/Ministry of Culture

Sosti Charan Mondal
27.4.17
General Secretary
THE ASIATIC SOCIETY

Activity - 12: Completion of the phase II construction of Digital Library cum Guest House at Salt Lake, Kolkata (Capital Creation)					
Object Head: 2205.00.105.19.01					
Grants for Creation of Capital Assets: SI No.35					
Weight (W) = 1.79					
Unit Cost (in Rs.) = 10.00 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	3		3000000		
July.-17	1		1000000		
Aug.-17	0		0		
Sep.-17	0		0		
Oct.-17			0		
Nov.-17	1		1000000		
Dec.-17	0		0		
Jan.-18	0		0		
Feb.-18	0		0		
Mar.-18	0		0		
Total	5		5000000		

Note:

1. The major portion of the work has been completed by the private vendor through tender process as per GFR.
2. Will be done by tender process.
3. Early completion of the Digital Library cum Guest House at Salt Lake, Kolkata, may start its functions of Digital Library along with Guest House.
4. Financial involvement may differ due to the scope of the work.

Unit cost is Rs. 10.00 lakhs

Sosti Charan Mondal
27/4/2017
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भारत सरकार/Government of India
नई दिल्ली/New Delhi

B. S. Chakrabarti
27.4.17
General Secretary
THE ASIATIC SOCIETY

Activity - 13: Infrastructural development in Museum and Conservation Section including Civil Construction & Installation Work: (Capital Creation)					
Object Head: 2205.00.105.19.01					
Grants for Creation of Capital Assets: SI No.35					
Weight (W) = 2.86					
Unit Cost (in Rs.) = 20.00 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	0		0		
July.-17	1		200000		
Aug.-17	1		200000		
Sep.-17	1		200000		
Oct.-17	0		0		
Nov.-17	1		200000		
Dec.-17	0		0		
Jan.-18	0		0		
Feb.-18	0		0		
Mar.-18	0		0		
Total	4		800000		

Note:

1. This is a new item. The work involves Civil Construction and Installation work of capital nature
2. To ensure the preservation of the rare and valuable manuscripts, books, maps, litho plates and other artefacts etc of the Society in a scientific manner modern mobile storage units are to be procured.
3. Financial involvement may differ due to the scope of the work.
4. Tender process will be done maintaining the codal formalities.

Sosti Charan Mondal
27/4/2017

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नई दिल्ली/New Delhi

S. S. S. S.
27.4.17
General Secretary
THE ASIATIC SOCIETY

Activity - 14: Infrastructural Development in Ballygunge Guest House and Metcalfe Hall including Civil & Electrical Works (Capital Creation)					
Object Head: 2205.00.105.19.01					
Grants for Creation of Capital Assets: SI No. 35					
Weight (W) = 0.71					
Unit Cost (in Rs.) = 10.00 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	0		0		
July.-17	1		100000		
Aug.-17	0		0		
Sep.-17	0		0		
Oct.-17	0		0		
Nov.-17	0		0		
Dec.-17	1		100000		
Jan.-18	0		0		
Feb.-18	0		0		
Mar.-18	0		0		
Total	2		200000		

Note:

1. This is a new item and involves Civil & Electrical works of capital nature.
2. To ensure the preservation of rare books and journals of the Society the infrastructure of the Metcalfe Hall is required to be modernized and the Guest House is required to be furnished with all necessary facilities.
3. Financial involvement may differ due to the scope of the work.
4. Tender process will be done maintaining the codal formalities.

[Signature]
27/4/2017

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[Signature]
27.4.17
General Secretary
THE ASIATIC SOCIETY

Activity - 15: CPWD related works: Completion of two additional floors atop the new building of the Society. (Capital Creation)					
Object Head: 2205.00.105.19.01					
Grants for Creation of Capital Assets: SI No.35					
Weight (W) = 10.00					
Unit Cost (in Rs.) = 2.8 crore					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievem ent (A)	Target (T)	Achievem ent (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	0		0		
July.-17	1		28000000		
Aug.-17	0		0		
Sep.-17	0		0		
Oct.-17	0		0		
Nov.-17	0		0		
Dec.-17	0		0		
Jan.-18	0		0		
Feb.-18	0		0		
Mar.-18	0		0		
Total	1		28000000		

Note:

1. Unit cost is been calculated on the basis of the estimate provided by CPWD. The work involves civil construction and electrical installations.
2. Completion of work of two additional floors atop the new building of the Society has been stopeed due to lack of fund. However, in 2016-17 this Ministry released a sum of Rs. 387.00 lakhs.
3. After completion, this additional space will be used for Library, Museum and Research related purposes as recommended by the Peer Review Committee.

Sosti Charan Mondal
27/04/2017

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भारत सरकार/Government of India
नई दिल्ली/New Delhi

Sosti Charan Mondal
27/04/2017
General Secretary
THE ASIATIC SOCIETY

Activity - 16 : Seminars, Workshops, Exhibitions, Lectures on North-East Region to be organized in collaboration with State and Central Govt. affiliated bodies.					
Object Head: 2552.00.438.08.01 Grants-in-aid-General : SI No. 31					
Weight (W) = 0.54					
Unit Cost (in Rs.) = 2.5 Lakhs					
Month	Physical		Financial		Score = W*A/T
	Target (T)	Achievement (A)	Target (T)	Achievement (A)	
Aprl.-17	0		0		
May.-17	0		0		
June.-17	2		500000		
July.-17	0		0		
Aug.-17	2		500000		
Sep.-17			0		
Oct.-17	0		0		
Nov.-17	2		500000		
Dec.-17	0		0		
Jan.-18	0		0		
Feb.-18	0		0		
Mar.-18	0		0		
Total	6		1500000		

Note:

1. Programmes on North-East and Tribal Society in 2016-17 : 3 (three) covering the following themes:
i. *Emerging Areas in North-East India*, ii. *Indigenous Healthcare System: Tribute to P O Boddington*, iii. *Indian Grammatical Traditions*
2. Total cost involves: 7.5 lakh to meet the expenses for the above programmes towards travel cost, local hospitality, conveyances, honorarium to the speakers as per actual cost.
3. A sum of Rs. 7.50 lakhs released during the year 2016-17 by the Ministry.

S. Chandra Mondal
27/04/2017
सोस्ती चरण मंडल/Sosti Charan Mondal
अवर सचिव/Under Secretary
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Government of India
नई दिल्ली/New Delhi

S. Chandra Mondal
27.4.17
General Secretary
THE ASIATIC SOCIETY

THE ASIATIC SOCIETY, KOLKATA							
FINANCIAL YEAR 2017-18							
Month	Sum of Physical Target	Sum of Physical Achievement	Sum of Financial Target	Sum of Financial Achievement	Revenue Budget	Internal Revenue Generation	Actual Financial Assistance Needed
	(A)	(B)	(C)	(D)	(E)	(F)	(G) = E - F
Apr-17	223		19480000				
May-17	384		22680000		23333333	416666	22916667
Jun-17	882		22930000		23333333	416666	22916667
Jul-17	1175		53105000		23333333	416666	22916667
Aug-17	872		20125000		23333333	416666	22916667
Sep-17	1171		22755000		23333333	416666	22916667
Oct-17	713		16660000		23333333	416666	22916667
Nov-17	1178		23410000		23333333	416666	22916667
Dec-17	876		20110000		23333333	416666	22916667
Jan-18	1096		21030000		23333333	416666	22916667
Feb-18	873		18460000		23333333	416666	22916667
Mar-18	1169		19255000		23333333	416666	22916667
Total	10612		280000000		280000000	5000000	275000000

Charan Mondal
27/04/2012

सोस्ती चरण मंडल/Sosti Charan Mondal
अवर सचिव/Under Secretary
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Government of India

Charan Mondal
27/4/12
General Secretary
THE ASIATIC SOCIETY

