



Memorandum of Understanding between the Ministry of Culture, Government of India and the Centre for Cultural Resources and Training (CCRT) for the Financial Year 2015-16.

This agreement made on 2nd (day) March (month), 2015 between the Ministry of Culture, as the first party and the Centre for Cultural Resources and Training (CCRT), New Delhi, an Autonomous Organization under the Ministry of Culture, hereinafter called the second party.

Whereas the Ministry of Culture is responsible for formulation of policies of the Government in relation to Indian Culture and also for the execution, monitoring and review of those policies and whereas the CCRT has the mandate/objectives as prescribed under Clause 3 of its Memorandum of Association.

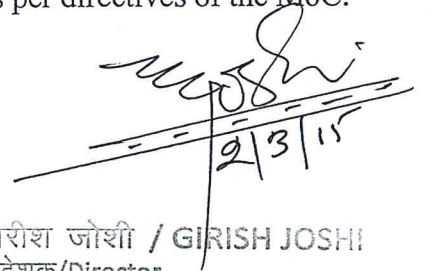
Purpose of the MoU

To achieve the organizational goals by optimum use of the funds available and proper functioning of the organization. To achieve this, the following deliverables are required:

21/3/15
गिरीश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka
नई दिल्ली, New Delhi-110 075

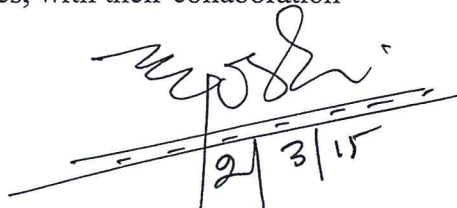
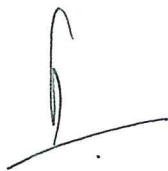
1. Budget/Accounts

- (i) Budgetary outlay for the Financial Year 2015-16 amounting to Rs.2463.00 lakhs (Plan Rs. 1750.00 lakhs, Plan NE Rs. 275.00 lakhs, Non- Plan – Rs.438.00 lakhs, Tribal – Rs. ...X... lakhs) is being allotted to the CCRT, for carrying out the organizational work. Quarterly target shall be : 1st quarter – Rs. 492.60 lakhs, 2nd quarter – Rs.615.75 lakhs, 3rd quarter – Rs.615.75 lakhs and 4th quarter – Rs.738.90 lakhs.
- (ii) The Annual Report and Audited Accounts for the year 2015-16 shall be submitted to Audit by the CCRT, by 30th June, 2015.
- (iii) The CAG audit for the year 2015-16 shall be completed by September, 2015.
- (iv) Provisional utilization certificate for the year 2014-15 will be submitted to the Ministry of Culture in May, 2015 and final UC by November, 2015.
- (v) Submission of the replies to the pending CAG audit paras/draft paras to the Ministry of Culture and replies to separate audit reports shall be submitted in the time limit fixed for the purpose.
- (vi) Inputs for preparations of EFC/SFC shall be submitted as per directives of the MoC.



गिरीश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka
नई दिल्ली/New Delhi-110 075

- (vii) Monthly/periodical reports shall be submitted to the Ministry of Culture by 1st week of the month in which it becomes due.
- (viii)(a) CCRT will be preparing a kit for Swachh Bharat campaign, in consultation with other sister organizations under the MoC like SNA etc. by June, 2015. 5000 copies of the kit will be prepared thereafter, for distribution amongst school students, throughout the year
- (b) For all-round awareness and speedy implementation of the programmes under the Swachhta Mission, CCRT will also produce by June, 2015, small bi-lingual cards/picture postcards in colour, depicting appropriate photographs as well as catchy slogans and short poems etc., for distribution amongst trainees, schools and other participants in various programmes run by the Centre.
- (ix) CCRT will undertake an exercise for preparing a data base of about fifty thousand artists, country wise. CCRT will also organize tailor-made training modules, two each, for Potters, Photographers, Tour Guides, Arts Administrators and Librarians, during 2015-16.
- (x) Efforts will be made by CCRT to operationalise cultural spaces available within its office complex. Similarly spaces available with State Education and Cultural departments will also be utilized for carrying out activities, with their collaboration



गिरीश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka
नई दिल्ली/New Delhi-110 075

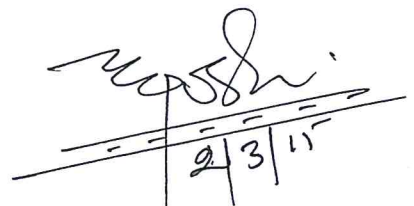
- (xi) CCRT will update, upscale and enrich the contents of its programmes, on regular basis, on social media sites like face- book, You Tube and Twitter etc.
- (xii) CCRT is already registered for implementation of the New Pension Scheme for its employees who have joined on or after 01.01.2004. Payment to Junior Scholarship Holders through e-service will be introduced completely during 2015-16. Other schemes like payment to DRPs and running of Cultural Clubs, will also be brought under e-payment scheme.
- (xiii) CCRT has already started processing of applications received for recently transferred schemes to CCRT by MoC, through e-services/on-line. Utilization certificates in respect of the grants are also being submitted on line.
- (xiv) CCRT will undertake a detailed feasibility study during 2015-16, for on- line system of transactions/payments on various heads/sub-heads and start processing such cases, wherever possible.
- (xv) The guidelines and directions received from the MoC regarding performance audit of the organization will be implemented by December, 2015.
- (xvi) CCRT will provide audio -visual archival material on intangible culture, to IGNCA after due consultation/discussions with them. A MoA will be signed by April, 2015.



2/3/15

गिरीश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka
नई दिल्ली/New Delhi-110 075

- (xvii) CCRT will sign a MoU with DD Bharti by May, 2015 for screening/telecasting five films per quarter, produced in-house, for wider dissemination, thereby creating awareness of rich culture and heritage of India.
- (xviii) CCRT, being nominated as nodal agency for implementation of integrated schemes of propagation of Indian culture at Varanasi, will also participate in implementation of HRIDAY and PRASAD Schemes, as per directions received from the Ministry of Culture, from time to time.
- (xix) CCRT will also coordinate developing/establishing of Interpretation Centers in Educational Institutions in Varanasi. The CCRT will work with its chosen institutions to work on the themes of Mahamana Malviya, Jaishankar Prasad, Dr. Sampurnanand, Swami Karpatri ji, Kashi Naresh, Pt. Lal Bahadur Shastri and Pt. Vidya Niwas Mishra. The chosen institutions will have a variety of activities ranging from developing museum corners, debates, padyatras, literary competitions, recitation of writings of these literary figures etc. CCRT will also establish Cultural Clubs in all the 31 schools chosen in the first phase for the work by April, 2015.
- (xx) CCRT will implement its share of activities in regard to implementation of National Youth Policy, as per directions received from the Ministry of Culture, from time to time, provided sufficient funds and required staff as requisitioned by CCRT, are made available.



गिरीश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka
नई दिल्ली/New Delhi-110 075

(xxi) CCRT will enter into a MoA with IGNCA, which has been entrusted with the task relating to National Cultural Audio-Visual Archives(NCAA) by the MoC, by April, 2015, as a partnering institution.

(xxii) CCRT, being appointed as the nodal agency for organizing activities under "Arts Management" (National Institute of Culture and Heritage Management), will organize designated programmes/meetings through Project Management Unit, as approved by the Ministry of Culture, through the SFC/FC note. The activities will be organized throughout the year.

2. Human Resource

(i) The Recruitment Rules for all the cadres to be framed /reviewed with the approval of the competent authority.

The review is in process and will be completed by end of 2015

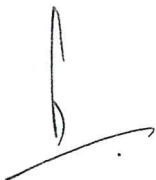
(ii) The process for filling up vacancy of HODs to be initiated in time


The process for filling up the vacancy of the Director, CCRT, on regular basis, will be initiated within a fortnight of the revised RRs being finalized by the MoC.

(iii) Vacancies in other ranks in the organization to be filled up on time, after taking stock of the vacancies arising during the entire year

The process to fill up the vacant positions, will be undertaken and completed phase wise within six months of occurrence of vacancy.

(iv) All DPCs for the year and pending DPCs to be conducted on time




2/3/15
गिरीश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka

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

- (v) All pending disciplinary/vigilance cases to be disposed of on time and as per rules

All disciplinary/vigilance cases will be disposed of on time and as per rules

- (vi) Training of the staff of the organization to be ensured as per the staff training policy.

A training calendar to be designed in the beginning of the year

Officers/staff will be detailed on various training courses, conducted by premier training institutions in the country e.g ISTM, NIFM, IIPA etc., as and when required by the CCRT, depending on functional requirements and acceptance of their nominations by such training institutes.

- (vii) Implementation of New Pension System (NPS)


The New Pension System (NPS) for new entrants recruited on or after 01-01-2004, is being fully implemented in CCRT, which is already registered with PFRDA. All new entrants have been allotted with PRAN and their contributions are being remitted to their respective accounts.

3. Legal Matters

- (i) Amendments to MoA to be carried out, if necessary with the approval of competent authority

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

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



गिरीश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka
नई दिल्ली/New Delhi-110 075

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

(iii) Monitoring of the court cases to be ensured

(iv) **Progress of pending court cases will be monitored timely.**
The organisation will utilise the online Court Case monitoring software developed by NI for regularly monitoring its ongoing court cases, during the year.

4. Parliament Matters

(i) The Audited Accounts and the Annual Report for the year 2014-15 to be placed before the Parliament.

Audited Accounts and Annual Report will be placed before the Parliament on time. The report shall be sent to MoC before end of November, 2015.

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

Shall be ensured within the stipulated time frame

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

Shall be ensured, whenever required.

5. General

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

Mandatory meetings of various Committees of the CCRT will be convened and conducted on time.

(ii) Mandatory reports and returns for the year to be filled on time

Shall be submitted as per time line given by MoC.

(iii) Courses on Arts Management to be convened by CCRT

CCRT will organize 10 short- term courses on Arts Management during 2015-16.

Some of these proposed courses will be organized on collaborative basis.

- (iv) Implementation of Junior Fellowships, Senior Fellowships and Young Talent Search Scholarship Schemes

On transfer from the Ministry of Culture, CCRT will now implement Junior Fellowships, Senior Fellowships and Young Talent Search Scholarship Schemes, during 2015-16, on the basis of the guidelines and time schedule received from the Ministry of Culture.

- (v) Disposal of applications and appeals, received under the RTI Act 2005, to be ensured

Shall be ensured within the stipulated time.

- (vi) Disposal of public grievances to be ensured. Effective grievance redressal mechanism to be set up if it does not exist. Existing policy to be reviewed

Shall be ensured as prescribed.

- (vii) Website to be reviewed and revamped, if necessary.

The CCRT website will be timely updated, reviewed and revamped as necessary

- (viii) Meeting the deadline for submission of RFD by the organization and ensuring implementation

Shall be uploaded on receipt of the approval of the MoC, on CCRT website.

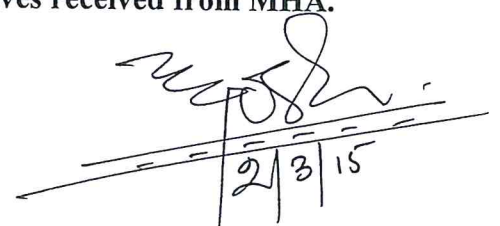
- (ix) Ensuring that inputs for Cabinet Memos are submitted on time

Shall be ensured within the time frame indicated by MoC.

- (x) Ensuring compliance of the Rajbhasha Policy

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

- (xi) Vision document




गिरिश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka
नई दिल्ली/New Delhi-110 075


The 'Vision Document' of CCRT shall be submitted by end of 2015, duly approved by the Executive Committee of CCRT.

(Xii) The organisation will be active on the MyGov platform for inviting suggestions, ideas regarding its activities, during the year.

6. Specific issues related to CCRT

- (i) It was learnt recently that the land allotted for construction of the building of the Regional Centre, Udaipur, by UIT Udaipur was cancelled in the year 2007, without the knowledge of the Ministry of Culture and CCRT. The matter has been discussed at length with senior functionaries of the Revenue Department of Government of Rajasthan and all out efforts are being made by CCRT, for restoration/reallocation of the land to CCRT. It is expected to receive positive feedback from the concerned authorities and hoped that the land will be restored to CCRT during 2015-16.
- (ii) CCRT has approached the Ministry of Culture for sanction of barest minimum number of posts for its Headquarter office as well as the three Regional Centres at Hyderabad, Udaipur and Guwahati for the last couple of years, due to increase in workload mainly because of transfer of five new schemes during 2013, by the Ministry of Culture. However, no positive feedback has been received from the MoC so far. CCRT will, therefore, request that the MoC should complete all action necessary for creation of barest minimum number of posts and convey its approval to CCRT, during 2015-16.
- (iii) Necessary action for finalization/notification of the Recruitment Rules for the post of Director CCRT, which is pending for a number of years, should be completed by the Ministry of Culture, so that the post can be filled on regular basis during 2015-16


Signature on behalf of MoC
कनवर समीर लठेर/KANWAR SAMEER LATHER
निदेशक/Director
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार Govt of India
नई दिल्ली/New Delhi


Signature on behalf of the CCRT
गिरीश जोशी / GIRISH JOSHI
निदेशक/Director
सांस्कृतिक स्रोत एवं प्रशिक्षण केन्द्र
Centre for Cultural Resources and Training
प्लॉट-15ए, सेक्टर-7, द्वारका
Plot-15A, Sector-7, Dwarka
नई दिल्ली/New Delhi-110 075