

Central Secretariat Library

MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2017-18

Memorandum of Understanding between the Ministry of Culture, Shastri Bhawan, New Delhi and Central Secretariat Library, G – Wing Shastri Bhawan, New Delhi for the Financial Year 2017-18.

This agreement is made this ^{5th}.....day of ^{May}~~February~~, 2017 between the Ministry of Culture, as the First Party and the **Central Secretariat Library, G – Wing Shastri Bhawan New Delhi**, an organization under the Ministry of Culture hereinafter called the Second Party.

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:

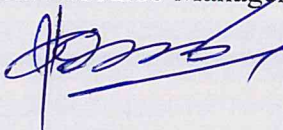
1. Budget/Accounts

- i). Budgetary outlay for the year 2017-18 amounting to Rs. 353.00 Lakh is being allotted to Central Secretariat Library for carrying out organizational work. While incurring the expenditure, requisite approval of MoC as the case may be, will have to be obtained before executing the work.
- ii). Central Secretariat Library shall submit the Annual Report and Audited Account for the year 2016-17 will be submitted 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 Central Secretariat Library by September 2017.
- iv). All pending CAG audit paras and internal audit paras shall be disposed off by December, 2017.
- v). 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.

2. Human Resource

In case of Central Secretariat Library Human Resource Management is dealt by Library Section of Ministry of Culture.

Neel Gopal



3. **Legal Matters**

In case of Central Secretariat Library Legal matters is dealt by Library Section of Ministry of Culture

4. **Parliament Matters**

In case of Central Secretariat Library Parliament Matters is dealt by Library Section of Ministry of Culture.

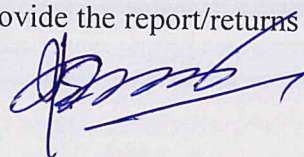
5. **Innovative Subjects/Projects**

- i). Central Secretariat Library will organize regularly literary programmes, book readings, quizzes, exhibitions etc. CSL under Ministry of Culture will begin this on regular basis (at least once a month) to attract more readers and participants. More importantly also to attract the youth and children, there should also be programmes relevant to these groups. Tie up with Universities, Colleges and Schools of the area is a must in this regard. In fact, some of such programme can be held in the campuses of Universities / Colleges and schools (especially govt. Schools). In fact, CSL will organize a workshop with teachers of govt. schools to inculcate reading habits among students of such schools. CSL will also identify and handhold certain govt. schools to improve library facilities and reading habits therein.
- ii). Every year Central Secretariat Library will organize Library week full of programs, quizzes, competitions, in order to highlight the presence of the library.
- iii). Exhibition of Rare Books and other important sources of the library.
- iv). CSL will organize series of Lectures for example 1.) By eminent personalities on religion, literature, art and culture
- v). CSL will conduct an exhibition of the books on freedom fighters.

6. **General**

- i). Meetings of Collection Development Committee (CDC) to be convened and conducted on time.
- ii). Central Secretariat Library shall furnish/file mandatory returns/ report on time. Central Secretariat Library shall also provide the report/returns as and when asked by the Ministry.

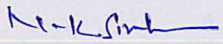
N.K. Gahl



- iii). Central Secretariat Library shall ensure timely disposal of RTI application and appeal. Central Secretariat Library shall furnish/upload certificate/report on RTI portal as per the extant guidelines.
- iv). For disposal of Public Grievances/complaints, Central Secretariat Library 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.
- v). The Central Secretariat Library website shall be updated, reviewed and revamped from time to time as per the Government guidelines.
- vi). Central Secretariat Library shall ensure compliance with the Rajbhasha Policy as per directives received from MHA.
- vii). Swachh Bharat Campaign/programmes as well as cleanliness drive shall be taken up by the Central Secretariat Library and instruction/directions given by the Ministry in this regard shall be followed.
- viii). The Central Secretariat Library 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.

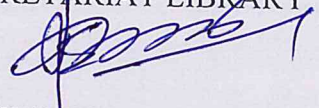
7. **Specific issues related to Central Secretariat Library:**

- a) Timely conduct of the monthly activities to achieve monthly targets as indicated in the Annexure – I (enclosed) for the year 2017-18 shall be ensured. The cost / expenditure shown in Annexure –I of the MoU is on estimated basis and actual expenditure incurred for each activity shall be subject to the availability of funds in the allocated budget to the Organization. GFR provisions and economy measures as issued by Ministry of Finance from time to time shall also be followed by the Organization.


Signature on behalf of MOC

N.K. SINHA
(.....UNDER SECRETARY (LIB).....)
Designation

Signature on behalf of CENTRAL
SECRETARIAT LIBRARY


(.....)
Designation
L/O

Annexure - IV

ACTIVITY WISE WEIGHTAGE				
S.NO.	ACTIVITIES	Activities	WEIGHT	Amount in Lakhs
1.	Purchase of Serials / Journals / Newspapers for CSL	1 ✓	11 ✓	15 ✓
2.	Hiring of Contractual Staff (Library Professionals / Data Entry Operators/ House Keeping Staff/ Security Guards)	12 ✓	5 ✓	45 ✓
3.	Annual Maintenance Contract of equipments installed in CSL	1 ✓	5 ✓	34 ✓
4.	Purchase of Server and Operating Software for bibliographic data of CSL	1 ✓	5 ✓	3 ✓
5.	Purchase of Desktop Computers / Printers / UPS's & Scanners for CSL	1 ✓	1.5 ✓	3 ✓
6.	Preservation/Conservation & Archival Binding of Rare Books	252000 ✓	15 ✓	70.2 ✓
7.	Digitization of Rare Books	1012500 ✓	20 ✓	40 ✓
8.	Replacement & Installation of Goods Lift	1 ✓	3 ✓	10 ✓
9.	Collection Development (Purchase of Hindi Books, English Books, Text Books and Reference Books)	4707 ✓	10 ✓	80.03 ✓
10.	LAN Cabling / Wi-Fi in CSL	1 ✓	2 ✓	5 ✓
11.	Up-gradation of Website of CSL	1 ✓	5 ✓	15 ✓
12.	Installation of Compactor for rare books of Central Secretariat Library	1 ✓	5 ✓	22 ✓
13.	Exhibitions of Rare books, Quizzes & Lectures	4 ✓	3 ✓	2.5 ✓
14.	Purchase of Photocopy Machine	1 ✓	1 ✓	2.5 ✓
15.	Binding of Books	3996 ✓	2 ✓	3 ✓
16.	Honorarium to Experts	4 ✓	0.5 ✓	1 ✓
17.	Viewership / Readership	117000 ✓	2	0
18.	Training to fresh library professionals	24 ✓	1 ✓	0
19.	Automation of Circulation Counter	1	3	2
	Total	1390257	100	353.23

M. K. Singh

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Activity -1					
OBJECT HEAD - 2205.00.105.12.01.13					
Purchase of Serials / Journals / Newspapers for CSL					
Weight (W) = 11					
Unit Cost (In Rs.) = 1500000					
	Physical		Financial		Score = W*A/T
Month	Target (T)	Achievement (A)	Target in lakh	Achievement	
Apr-17	1		15		
May-17					
Jun-17					
Jul-17					
Aug-17					
Sep-17					
Oct-17					
Nov-17					
Dec-17					
Jan-18					
Feb-18					
Mar-18					
Total	1		15		

Subscription of Serials / Journals and Newspapers is a regular activity of CSL. The library subscribes 211 serials / journals and 86 newspapers to cater the needs of the patrons of the library and officials of the ministries / departments of Governmet of India.

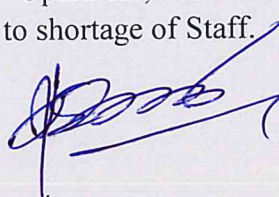
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Activity – 2					
Payment to contractual staff (Library Professional / Data Entry Operators / Daily Wagers/ Security Guards)					
Weight (W) = 5					
Unit Cost (In Rs.) = 3.75 per month					
	Physical		Financial		Score = W*A/T
Month	Target (T) : Miscellaneous	Achievement (A)	Target in lakh	Achievement	
Apr-17	1		3.75		
May-17	1		3.75		
Jun-17	1		3.75		
Jul-17	1		3.75		
Aug-17	1		3.75		
Sep-17	1		3.75		
Oct-17	1		3.75		
Nov-17	1		3.75		
Dec-17	1		3.75		
Jan-18	1		3.75		
Feb-18	1		3.75		
Mar-18	1		3.75		
Total	12		45		

Hiring of Library Professionals, Data Entry Operators, Housekeeping Staff & Security Guard is regular activity of CSL due to shortage of Staff.

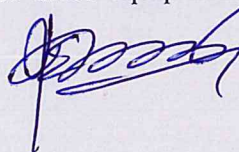
M. K. Singh



Activity – 3					
OBJECT HEAD - 2205.00.105.12.01.50					
Annual Maintenance Contract (AMC) of Computers, Library Software, AC Plant, Lift, Fire Equipments, Photocopy Machines etc.					
Weight (W) = 5					
Unit Cost (In Rs.) = 3400000					
	Physical		Financial		Score = W*A/T
Month	Target (T) : Miscellaneous	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17	1		34		
Jul-17					
Aug-17					
Sep-17					
Oct-17					
Nov-17					
Dec-17					
Jan-18					
Feb-18					
Mar-18					
Total	1		34		

Central Secretariat Library has number of equipments like AC Plant, Softwares, Hardwares, Mike System etc in which there is a need of annual maintenance contract. CSL is regular hiring the agencies for annual maintenance of these equipments. On an average expenditure in AMC's of these equipments were 40 Lakh.

M. K. Singh



Activity - 4					
OBJECT HEAD - 2205.00.105.12.01.13					
Information Technology Related Works: Purchase of Server and operating software for bibliographic Data of CSL					
Weight (W) = 5					
Unit Cost (In Rs.) = 3,00,000					
	Physical		Financial		Score = W*A/T
Month	Target (T) : IT related activities	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17					
Jul-17					
Aug-17					
Sep-17					
Oct-17	1		3		
Nov-17					
Dec-17					
Jan-18					
Feb-18					
Mar-18					
Total	1		3		

Central Secretariat Library has bibliographical data of more than 3.5 laks books. CSL is using LsPremia version of Libsys Software. This Software is installed in a desktop computer with low RAM and configuration. CSL intends to switch over the library management software from Libsys to Open Source Software Koha. For this there is a need of Server with good configuration.

M. K. Singh

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	Activity - 5				
	OBJECT HEAD - 2205.00.105.12.01.13				
	Information Technology Related Works: Purchase of Desktop Computers / Printers / UPS's & Scanners for CSL				
	Weight (W) = 1.5				
	Unit Cost (In Rs.) = 300000				
	Physical		Financial		Score = W*A/T
Month	Target (T) : IT related activities	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17	1		3		
Jul-17					
Aug-17					
Sep-17					
Oct-17					
Nov-17					
Dec-17					
Jan-18					
Feb-18					
Mar-18					
Total	1		3		

CSL intends to purchases the 5 Desktop Computers, 5 Printers, 5 UPS's and 2 Flat Bed Scanners as per the requirement of the Library.

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Activity - 6 OBJECT HEAD - 2205.00.105.12.01.16 Preservation/Conservation & Archival Binding of Rare Books					
Weight (W) = 15					
Unit Cost (In Rs.) = 27.85					
Physical			Financial		Score = W*A/T
Month	Target (T) : Number of folios of Rare Books to be preserved	Achievement (A)	Target in lakh	Achievement	
Apr-17	20000		5.57		
May-17	20000		5.57		
Jun-17	20000		5.57		
Jul-17	20000		5.57		
Aug-17	21000		5.85		
Sep-17	21000		5.85		
Oct-17	21000		5.85		
Nov-17	21000		5.85		
Dec-17	22000		6.13		
Jan-18	22000		6.13		
Feb-18	22000		6.13		
Mar-18	22000		6.13		
Total	252000		70.2		

Preservation / conservation and archival binding of rare books are the ongoing activity of Central Secretariat Library (CSL). The Area Study Collection of CSL has approx 6500 rare books, which have been kept in closed access. Out of these 6500 books, CSL has preserved 3181 books as on date. The work will involve Documentation, fumigation, separation, de-acidification, mending / repairing, tissue lamination and binding with acid free binding and preservative materials.

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Activity - 7 OBJECT HEAD - 2205.00.105.12.01.16 Digitization of Rare Books					
Weight (W) = 20					
Unit Cost (In Rs.) = 3.95					
	Physical		Financial		
	Target (T) : Number of pages to be Digitized	Achievement (A)	Target in lakh	Achievement	
Month					Score = W*A/T
Apr-17	84000		3.32		
May-17	84000		3.32		
Jun-17	84000		3.32		
Jul-17	84000		3.32		
Aug-17	84000		3.32		
Sep-17	84000		3.32		
Oct-17	84000		3.32		
Nov-17	84500		3.34		
Dec-17	85000		3.36		
Jan-18	85000		3.36		
Feb-18	85000		3.36		
Mar-18	85000		3.36		
Total	1012500		40		

The work of digitization of 6500 rare books (approx.) containing 20 Lakh pages (approx.) has been awarded to M/s Kinsey Bros on nomination basis. The agency will supply Digital images of documents of A5/A4/A3/A2 size documents at 300/600 dpi in color along with Retrieval Solution

- TIFF FORMAT
- JPEG 2000 FORMAT
- PDF (A) format in CDs/ DVDs/ External Hard Disk

Mark Singh

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Activity - 8
OBJECT HEAD - 2205.00.105.12.01.13
CPWD Related Works : Replacement of Goods Lift

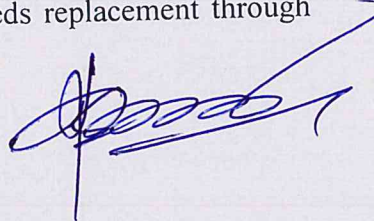
Weight (W) = 3

Unit Cost (In Rs.) = 1000000

Month	Physical		Financial		Score = W*A/T
	Target (T) : CPWD works	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17					
Jul-17					
Aug-17					
Sep-17	1		10		
Oct-17					
Nov-17					
Dec-17					
Jan-18					
Feb-18					
Mar-18					
Total	1		10		

Central Secretariat Library intends to replace the Goods in the building. The already installed lift is not functioning properly and needs replacement through CPWD.

M. K. Singh



Activity - 9 OBJECT HEAD- 2205.00.105.12.01.20 Collection Development (Purchase of Hindi Books, English Books, Text Books, Children books and Reference Books)					
Weight (W) = 10					
Unit Cost (In Rs.) = 1700					
	Physical		Financial		
Month	Target (T) : Number of books to be purchased	Achievement (A)	Target in lakh	Achievement	Score = W*A/T
Apr-17					
May-17					
Jun-17					
Jul-17	1090		18.53		
Aug-17					
Sep-17	1100		18.70		
Oct-17					
Nov-17					
Dec-17	1500		25.50		
Jan-18					
Feb-18					
Mar-18	1017		17.29		
Total	4707		80.03		

Central Secretariat Library holds four Collection Development Committee (CDC) meeting in a year for selection of English & Hindi general / reference books. In the Financial Year 2015-16 & 2016-17 CSL was not able to conduct any of the meeting of the CDC due to administrative reasons. Unit cost has been derived approximately on the basis of books purchased in the year 2014-15.

M. K. Singh

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	Activity - 10 OBJECT HEAD - 2205.00.105.12.01.13 Information Technology Related Works: LAN Cabling / Wi-Fi in CSL				
	Weight (W) = 2				
	Unit Cost (In Rs.) = 500000				
	Physical		Financial		
Month	Target (T) : IT related activities	Achievement (A)	Target in lakh	Achievement	Score = W*A/T
Apr-17					
May-17					
Jun-17					
Jul-17					
Aug-17					
Sep-17					
Oct-17					
Nov-17	1		5		
Dec-17					
Jan-18					
Feb-18					
Mar-18					
Total	1		5		

CSL and other section located in CSL are facing problems in LAN. The NIC team after survey had suggested that restructuring of network cable along with installation of new manageable switches is the only way out to solve problems faced by Sections in CSL under LAN. The technical team of NIC was in a view that:-

- Most of the Sections of Ministry of Culture had been shifted to CSL building and requires additional network points.
- LAN Cabling in CSL building is very old and requires to be replaced.
- The switches installed in CSL are unmanageable and there is no space available for additional network points. The unmanageable switches need to be replaced.
- Cabling of LAN set up in CSL building is unstructured.
- LAN setup in CSL is IPv4, and to be replaced with latest version of Internet Protocol i.e. IPv6.

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Activity - 11					
OBJECT HEAD - 2205.00.105.12.01.13					
Information Technology Related Works: Up-gradation of Website of CSL					
Weight (W) = 5					
Unit Cost (In Rs.) = 15,00,000					
	Physical		Financial		Score = W*A/T
Month	Target (T) : IT related activities	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17					
Jul-17					
Aug-17					
Sep-17					
Oct-17					
Nov-17					
Dec-17	1		15		
Jan-18					
Feb-18					
Mar-18					
Total	1		15		

Central Secretariat Library proposes to design and develop a user friendly and visually appealing web site to provide one-stop medium to deliver all information related to library through open tendering process. CSL has taken up this activity in the financial year, 2016-17 but unable to process it as only two NISCI empanelled vendors participated in the tender and the rates were at higher side. The main objectives of the web site are:

- to deliver consistent, correct, and authoritative information and services related to the project to all its stakeholders and general public ;
- To provide information of different projects under the CSL.
- Online access of CSL's Catalogue
- Online Access of Digital data of CSL.
- Increase engagement through collaboration with other stakeholders and general public.

Integrate social media by linking facebook, twitter, youtube, google+ etc.

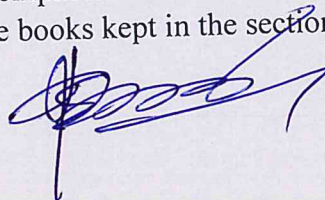
M. K. Singh

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Activity - 12					
OBJECT HEAD - 2205.00.105.12.01.13					
Installation of Compactor for Rare Books in Area Study Division					
Weight (W) = 5					
Unit Cost (In Rs.) = 22,00,000					
Month	Physical		Financial		Score = W*A/T
	Target (T) : CPWD works	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17					
Jul-17					
Aug-17					
Sep-17					
Oct-17	1		22		
Nov-17					
Dec-17					
Jan-18					
Feb-18					
Mar-18					
Total	1		22		

Central Secretariat Library intends to install the Compactors in first floor of Area Study Division of CSL due to space crunch for rare books kept in the section.

Mr. K. G. G.



Activity - 13 OBJECT HEAD - 2205.00.105.12.01.13 Exhibition of rare books, Quizzes and Lecture series					
Weight (W) = 3					
Unit Cost (In Rs.) = 62500 62500					
	Physical		Financial		Score = W*A/T
Month	Target (T)	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17					
Jul-17	1		1		
Aug-17					
Sep-17	1		0.25		
Oct-17					
Nov-17	1		1		
Dec-17					
Jan-18					
Feb-18	1		0.25		
Mar-18					
Total	4		2.5		

Central Secretariat Library intends to hold two exhibition of rare books, one quizz and one lecture from eminent scholars during the financial year.

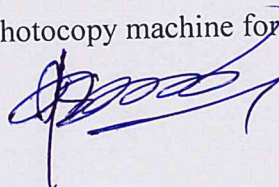
N.K. GILL

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Activity - 14					
OBJECT HEAD - 2205.00.105.12.01.50					
Purchase of Photocopy Machine					
Weight (W) = 1					
Unit Cost (In Rs.) = 250000					
	Physical		Financial		Score = W*A/T
Month	Target (T) : Miscellaneous	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17					
Jul-17					
Aug-17					
Sep-17					
Oct-17					
Nov-17					
Dec-17					
Jan-18					
Feb-18	1		2.5		
Mar-18					
Total	1		2.5		

Central Secretariat Library intends to purchase one photocopy machine for providing photocopy facilities to its users.

M. K. B. B.



Activity – 15					
OBJECT HEAD - 2205.00.105.12.01.50					
Binding of Books					
Weight (W) = 2					
Unit Cost (In Rs.) = 75					
	Physical		Financial		Score = W*A/T
Month	Target (T) : Miscellaneous	Achievement (A)	Target in lakh	Achievement	
Apr-17	333		0.24975		
May-17	333		0.24975		
Jun-17	333		0.24975		
Jul-17	333		0.24975		
Aug-17	333		0.24975		
Sep-17	333		0.24975		
Oct-17	333		0.24975		
Nov-17	333		0.24975		
Dec-17	333		0.24975		
Jan-18	333		0.24975		
Feb-18	333		0.24975		
Mar-18	333		0.24975		
Total	3996		3		

Binding of books is a regular feature of CSL for maintenance of existing books. Approximate unit rates has been derived on the basis of approved rates for the financial year, 2015-16.

N. K. Singh



Activity - 16					
OBJECT HEAD - 2205.00.105.12.01.50					
Miscellaneous: Honorarium to Experts					
Weight (W) = 0.5					
Unit Cost (In Rs.) = 25 thousands					
Month	Physical		Financial		Score = W*A/T
	Target (T) : Miscellaneous	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17					
Jul-17	1		0.25		
Aug-17					
Sep-17	1		0.25		
Oct-17					
Nov-17					
Dec-17	1		0.25		
Jan-18					
Feb-18					
Mar-18	1		0.25		
Total	4		1		

Central Secretariat Library holds four Collection Development Committee (CDC) meeting in a year for selection of English & Hindi general / reference books. The CDC of CSL consists of Officials members & Non-Official Members. Library also provides Sitting Charges @1000/- per head and conveyance charge @Rs.400/- or as per the actual per head per non – official members of the CDC and hospitality with tea /snacks to all the members of CDC.

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Activity - 17			
Viewership/Readership			
Weight (W) = 2			
Unit Cost in Rs. = N/A			
Month	Target : Readers approx (CSL +RKP)	Achievement	Score
Apr-17	9750		
May-17	9750		
Jun-17	9750		
Jul-17	9750		
Aug-17	9750		
Sep-17	9750		
Oct-17	9750		
Nov-17	9750		
Dec-17	9750		
Jan-18	9750		
Feb-18	9750		
Mar-18	9750		
Total=	117000		

Number of Visitors calculated on the basis of 375 readers per day * 26 days of month in the library (RKP +CSL).

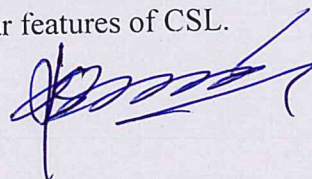
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Activity - 18					
OBJECT HEAD - 2205.00.105.12.01.50					
Training to Fresh Library Professional					
Weight (W) = 1					
Unit Cost (In Rs.) = Nil					
	Physical		Financial		Score = W*A/T
Month	Target (T) : Miscellaneous	Achievement (A)	Target in lakh	Achievement	
Apr-17	2		0		
May-17	2		0		
Jun-17	2		0		
Jul-17	2		0		
Aug-17	2		0		
Sep-17	2		0		
Oct-17	2		0		
Nov-17	2		0		
Dec-17	2		0		
Jan-18	2		0		
Feb-18	2		0		
Mar-18	2		0		
Total	24		0		

Imparting training to the fresh library professionals of Delhi Library Association, Meerabai Polytechnic & other institutions is the regular features of CSL.

M.K. Guler



Activity - 19					
OBJECT HEAD - 2205.00.105.12.01.50					
Automation of Circulation Counter of CSL					
Weight (W) = 3					
Unit Cost (In Rs.) = 200000					
	Physical		Financial		Score = W*A/T
Month	Target (T) : Miscellaneous	Achievement (A)	Target in lakh	Achievement	
Apr-17					
May-17					
Jun-17					
Jul-17					
Aug-17	1		2		
Sep-17					
Oct-17					
Nov-17					
Dec-17					
Jan-18					
Feb-18					
Mar-18					
Total	1		2		

CSL has LIBSYS automation software and the required modules for circulation process are available in it. In this regard it is proposed that we may computerize the circulation process through circulation module of LibSys. The work will be executed inhouse by utilizing the manpower of CSL.

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Month	Sum of Physical Target	Sum of Physical Achievement	Sum of Financial Target (A)	Sum of Financial Achievement (B)	Internal Revenue*	Actual Financial Assistance E=A
Apr-17	114087		2788975		8000	2788975
May-17	114086		1288975		8000	1288975
Jun-17	114088		4988975		8000	4988975
Jul-17	115178		3266975		8000	3266975
Aug-17	115087		1516975		8000	1516975
Sep-17	116189		4236975		8000	4236975
Oct-17	115088		3816975		8000	3816975
Nov-17	115588		1918975		8000	1918975
Dec-17	118588		5423975		8000	5423975
Jan-18	117086		1348975		8000	1348975
Feb-18	117088		1623975		8000	1623975
Mar-18	118104		3102975		8000	3102975
Total	1390257		35323700		96000	35323700

* Note:- On an average the approximate revenue generated in Central Secretariat Library is Rs.8000/- per month through photocopy and Membership charges from non-government users. This amount is deposited in DDO Ministry of Culture, Consolidated Saving Account.

H.K.Singh

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