



Memorandum of understanding for the financial year 2015-16

Memorandum of understanding between Ministry of Culture, Shastri Bhawan, New Delhi & the Central University of Tibetan Studies, Sarnath, Varanasi for the year 2015-16

1. This agreement made this 15th April, 2015 between the MOC, as the first party and Central University of Tibetan Studies, Sarnath, Varanasi, an organisation under the Ministry of Culture, hereinafter called the second party.
2. Whereas the Ministry of Culture have the following mandate:
 - (i) To preserve, promote and disseminate all forms of art and culture. In order to achieve this, the department undertakes the following activities;
 - (ii) Maintenance and conservation of heritage, historic sites and ancient monuments;
 - (iii) Administration of libraries,
 - (iv) Promotion of literary, visual and performing arts;
 - (v) Observation of centenaries and anniversaries of important Tibetan studies;
 - (vi) Promotion of institution and organization of Buddhist and Tibetan studies;
 - (vii) Promotion of institutional and individual non-official initiatives in the field of art and culture;
 - (viii) Entering into cultural agreements with foreign countries;
 - (ix) The Functional spectrum of the Department ranges from creating cultural awareness from the grass root level to the international cultural exchange level;
3. And where the Central University of Tibetan Studies, Sarnath, Varanasi have the following mandate:
 - (i) to preserve the Tibetan cultural heritage, including the language, literature, religion, philosophy, science and arts of Tibet;
 - (ii) to restore ancient Indian sciences and literature preserved in the Tibetan language, but lost in the original;
 - (iii) to provide the traditional Tibetan education enriched by modern subjects and modern approaches to learning to students from Tibetan Community in exile, Himalayan region of India and neighbouring countries who had formally availed the opportunity of receiving higher education in Tibet, and
 - (iv) to provide the opportunity for the study and pursuit of degrees in traditional Indo Tibetan Buddhist subjects in the framework of a modern university and the pursuit of systematic research in Tibetan and Buddhist studies.
 - (v) to impart education in Science, humanities and other disciplines along with Buddhism and Tibetan studies with a view to inculcate moral value and develop an integrated personality.

[Signature]
 YASH VEER SINGH
 Under Secretary
 Ministry of Culture
 Govt. of India
 New Delhi

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Purpose of the MOU

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

1. Budget / Accounts

- i) Budgetary outlay for the year 2015-16 amounting to Rs. 29.90 croreis being allotted to Central University of Tibetan Studies, Sarnath, Varanasi for carrying out organisational work. Expenditure is to ensured;
- ii) The Annual Report and Audited Account for the year 2015-16 to be prepared on time as per schedule given in Activity Calendar;
- iii) Utilisation certificate has to be submitted to this Ministry in time;
- iv) To dispose of all pending CAG paras, internal audit paras and PAC paras;
- v) Submission of RE-BE/Annual Plan/Outcome Budget as per Activity Calendar;
- vi) Quarterly Expenditure Plan (QEP), Targets achieved to be reported to MoC in time;
- vii) Ensuring that the inputs for preparation of EFC/SFC are submitted on time;
- viii) Creation of online system for application, utilisation certificate and accounting.

2. Human Resource

- i) Human Resource Policy for the Organisation to be framed/reviewed;
- ii) The Recruitment Rules (RRS) for all the cadres to be framed/ reviewed with the approval of the competent Authority;
- iii) The process for filling up vacancies in a time bound manner;
- iv) All Pending vigilance cases to be disposed off on time and as per rules;
- v) Training of the staff of the organisation to be ensured as per the Staff Training Policy. A Training Calendar to be designed in the beginning of the year and training schedule uploaded in the website. Training of staff and Budget and Accounts, Establishment matters, Vigilance matters, Office procedures etc. in ISTM, NIFM etc to be ensured;
- vi) Holding of DPCs for promotion of MACPs as per DoPT instructions;
- vii) Implementation of New Pension Scheme.

3. Legal Matters

- i) Amendments to the MOA to be carried out, if necessary with approval of the competent authority;
- ii) The bye-laws of the organisation to be framed / reviewed;
- iii) Monitoring and defending of the court cases on behalf of Union of India.

(Signature)
 आशीष वेर सिंह / ASHVEER SINGH
 ज्येष्ठ सचिव / Under Secretary
 संस्कृति विभाग / Ministry of Culture
 भारत सरकार / Govt. of India
 नई दिल्ली / New Delhi

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4. Parliament Matters

- i) The Audited Accounts and Annual Report for the year 2014-15 to be submitted to MoC by 15th November 2015 for laying in winter session;
- ii) Timely submission of information for Parliament Questions, Parliamentary Assurances and parliamentary matters;
- iii) Legislative matters, if any, to be taken up for approval of Parliament.
- iv) Ensuring implementation of recommendations/suggestions of the Parliamentary Standing Committee.

5. General

- i) Mandatory meetings of all the Committees / Sub-Committees /Board to be convened and conducted on time.
- ii) The performance audit of the Organisation to be got done by an external evaluator.
- iii) Mandatory returns and Reports for the year to be filed in time.
- iv) Disposal of public grievances, RTI applications to be ensured. Effective Grievance Redressal Mechanism to be set up if it does not exit. Existing policy to be reviewed,
- v) Website to be viewed and revamped if necessary.
- vi) Ensuring compliance of Rajbhasha Policy;
- vii) Meeting of the deadline for submission of RFD and ensuring its implementation;
- viii) Ensuring that inputs for Cabinet Memos are submitted on time;
- ix) Identity and creation of e-services;
- x) Revamping of website and making in bilingual;
- xi) Implementation of Swachh Bharat Campaign;
- xii) Implementation of Performance Audit;

6. Specific issues related to CUTS

- i) Revision of MOA has to be done with the approval of Competent Authority immediately;
- ii) Mapping for tangible and intangible culture heritage of Varanasi;
- iii) Appointment of Vice-chancellor to be taken up during the current Financial Year.

Signature on behalf of MOC

यशवीर सिंह/YASH VEER SINGH
अवर सचिव/Under Secretary
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Govt. of India
नई दिल्ली/New Delhi

Signature on behalf of CUTS

C.I.H.T.S., Sarnath, Varanasi.