

Delhi Public Library

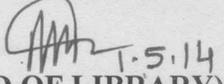
MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2014-15

S. No.	Subject	Target	Rating			
			Excellent 90%	Very Good 80%	Good 70%	Poor 60%
1.	Budget /Accounts	Amount	Dates			
i.	Budgetary Outlay: Plan – Rs. 700.00 lakh. 1st Qtr. April to June 2014: <ul style="list-style-type: none"> ▪ Purchase of books & serials. ▪ Development of infrastructure. ▪ Retro conversion of books. ▪ Purchase of a new server. ▪ Floating of tender for AMC of computers. ▪ Conducting of community outreach programmes. ▪ Fixing of grills, gate in the Vinoba Puri library. ▪ Cultural competitions for adults and children. 	Rs.70.00 lakh	30 th June 2014	31 st July 2014	15 th Aug. 2014	31 st Aug. 2014
ii.	2nd Qtr. July to Sept. 2014: <ul style="list-style-type: none"> ▪ Purchase of books & serials. ▪ Purchase of DVD/CDs. ▪ Binding of books/ Gazettes. ▪ Purchase of computers, printers, UPS etc. ▪ Replacing of false ceiling and renovation of children section in the central library. ▪ Payment to CPWD for the construction of Ashok Vihar library building. ▪ Repairing & renovation works in the Narela library. 	Rs.400.00 lakh.	30 th Sept. 2014	31 st Oct. 2014	15 th Nov. 2014	30 th Nov. 2014

iii.	3rd Qtr. Oct. to Dec. 2014:	Rs. 170.00 lakh.	31 st Dec. 2014	31 st Jan. 2014	15 th Feb. 2014	28 th Feb. 2014
	<ul style="list-style-type: none"> ▪ Purchase of books & serials. ▪ Last and final payment to CPWD for the construction of Ashok Vihar library building. ▪ Renovation of reading room, Gitanjali hall and store section in the Central library. ▪ Conducting of computer workshops and printing of Hindi patrika. 					
iv.	4th Qtr. Jan. to March 2015:	Rs.60.00 lakh	31 st March 2014	15 th April 2015	30 th April 2014	15 th May 2015
	<ul style="list-style-type: none"> ▪ Purchase of books & serials. ▪ Final payment to CPWD for the renovation works in central library. ▪ Purchase and installation of CCTVs in the stack areas of central library and Sarojini Nagar library. 					
1.2	Annual Report 2013-14.	Dates	31 st Dec. 2014	31 st Jan. 2015	15 th Feb. 2015	28 th Feb. 2015
1.3	CAG Audit	Dates	15 th Oct. 14	30 th Oct.2014	15 th Nov.14	30 th Nov.14
1.4	Pending UCs	Dates	20 th Apr. 14	25 th Apr.14	30 th Apr.14	15 th May 14
1.5	Disposal of CAG Paras	N.A.				
2.	Human Resources					
2.1	Human Resource Policy	Dates	----			
2.2	Recruitment Rules	Dates	30 th June 2014	31 st July 2014	31 st Aug. 2014	30 th Sept. 2014
2.3	Vacancy Position	224 posts are vacant.				
2.4	DPCs	Dates	Every 6 Months	9 months	1 Year	--
2.5	Vigilance Matters	Nil				
2.6	Training of Staff	No. of officers and staff to be trained.	10	08	05	Less than (< 05)
3.	Legal Matters					
3.1	Amendments to the MOA	Framed and up-to-date.				
3.2	Bye Laws of the Organization	Already framed.				
3.3	Monitoring of Court Cases	Monitoring all court cases.				
	Training of Staff	Already covered in column 2.6				
4.	Parliament Matters					

4.1	Audited Accounts to be placed before Parliament	Dates	31 st Dec. 2014	31 st Jan. 2015	15 th Feb. 2015	28 th Feb. 2015
4.2	Fulfillment of Pending Parliamentary Assurances	N.A.				
4.3	Legislative Matters					
5.	General					
5.1	Mandatory Meetings of All Committees conducted on time	Dates	6 months	8 months	9 months	--
5.2	Performance Audit of the Organization by External Evaluator	Dates	31 st May 2014	15 th June 2014	30 th June 2014	15 th July 2014
5.3	Mandatory Returns and Reports	Dates				
5.3.1	Annual Plan proposal (Plan & Non-Plan)		8 th Oct. 2014	15 th Oct. 2014	31 st Oct. 2014	10 th Nov. 2014
5.3.2	Outcome budget		10 th Jan. 2015	20 th Jan. 2015	31 st Jan. 2015	10 th Feb. 2015
5.3.3	Annual Action Plan		31 st May 2015	15 th June 2015	30 th June 2015	15 th July 2015
5.4	Disposal of RTI Applications	Days	30 days	35 days	40 days	45 days
5.5	Disposal of Public Grievances	Days	7 days	10 days	15 days	20 days
5.6	Website Upgradation	Upgraded.				

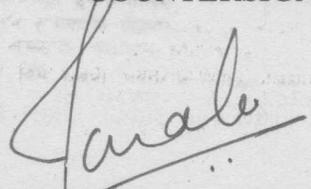
(* Achievement of the above targets are subject to allocation of grants under Non-Plan (Non Salary) head to meet day-to-day office expenses such as rent, taxes, water and electricity bills, stationery and for the payment of pension, etc.)


(HEAD OF LIBRARY)

एच. आर. मीना / H. R. MEENA
व.सू.अधि. (सयुक्त निदे.) / S.L.I.O. (Jt. Dir.)
दिल्ली पब्लिक लाइब्रेरी / Delhi Public Library
भारत सरकार, संस्कृति मंत्रालय / Govt. of India, Min
एस. पी. मुखर्जी मार्ग / S.P. Mukherjee Marg
दिल्ली-110008 / Delhi-110008

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COUNTERSIGNED


(DIRECTOR OF LIBRARIES)
MINISTRY OF CULTURE