

## INDIRA GANDHI NATIONAL CENTRE FOR THE ARTS

### MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2017-18

Memorandum of Understanding (MoU) between **Ministry of Culture (MoC)**, Shastri Bhawan, New Delhi and The **Indira Gandhi National Centre for the Arts (IGNCA)**, 11, Man Singh Road, New Delhi, for the financial year 2017-18.

1. Whereas the mandate of the Ministry of Culture is to preserve and promote all forms of art and culture and 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 Indira Gandhi National Centre for the Arts has the mandate/objects as indicated under-Clause-3 of Deed of Declaration in respect of IGNCA.
2. This agreement is made this 12 day of May 2017 between the MoC, as the first party and the IGNCA, 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 proper functioning of the organization so as to complete the output targets.

To achieve this, the following deliverables are required.

#### 1. Budget/Account

- (i) Budgetary outlay for the year 2017-18 under Revenue head is amounting to Rs.3550.00 lakhs i.e. Rs.2850.00 lakh (GBS), Rs. 200.00 lakh ( TSP) and Rs.500.00 lakh (NER) has been allotted to IGNCA for carrying out organizational work.

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- (ii) 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.
- (iii) IGNCA shall submit the Annual Report and Audited Account for the year 2016-17 to the Ministry of Culture before the end of November 2017.
- (iv) The CAG audit, if required to be done, for the year 2016-17 shall be completed by the IGNCA by September 2017.
- (v) 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 seeking the next month grants.
- (vi) All pending CAG audit paras and internal audit paras shall be disposed off by December. 2017.
- (vii) Inputs for preparation of EFC/SFC in accordance with the extant guidelines/instruction 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 1<sup>st</sup> 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) Governing Body of IGNCA shall review user charges/source of internal revenue generation at least once in a year; and this exercise should preferably be completed by the month of September every year.
- (x) IGNCA shall maintain data-base relating to grants, income, expenditure, investment, assets and employee strength etc. in the format prescribed by the Government.

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- (xi) IGNCA shall designate an appropriate level officer to render financial advice whose concurrence should be obtained for sanction and incurring of expenditure.
- (xii) Administrative Division in the Ministry may put up in place a system of external or internal peer review of the IGNCA every three year or five year depending on the size of IGNCA, in terms of GFR 229(ix), and further release of grant to IGNCA shall depend on the outcome of such review.
- (xiii) 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 IGNCA. The roadmap for improved performance with clear milestones should form part of the MoU.
- (xiv) IGNCA shall account for revenue and capital expenditure separately. IGNCA shall maintain and present their annual accounts/final accounts in the standard prescribed format by the Government.
- (xv) While seeking grants from the Ministry, IGNCA shall provide the information in the prescribed format by the IFD and the Administrative Division 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.
- (xvi) All interests or other earnings against the GIA or advances (released to IGNCA) shall be mandatorily remitted to CFI, immediately after finalization of the accounts. Such advances shall not be allowed to be adjusted against future release.
- (xvii) IGNCA 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 marker for employees instead of undertaking liability own their own or Govt. account.

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- (xviii) IGNCA shall adhere to the time schedule prescribed under Rule 237 of GFR 2017 for submission of annual accounts and annual report.
- (xix) IGNCA 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 of 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.
- (xx) The Administrative Division shall encourage IGNCA 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 the IGNCA, and accordingly the physical and financial targets may be given to the IGNCA.
- (xxi) The actual expenditure by IGNCA on the activities shall be subject to the availability of funds. While incurring the expenditure, IGNCA shall adhere to the provisions of GFR besides other instructions of the Govt. issued from time to time.

## 2. Human Resource

- (i) Akademi shall review/frame its Human Resources Policy and modify the same, if required with the approval of Competent Authority by December 2017.
- (ii) The IGNCA will initiate necessary time bound action well in advance to fill up the vacant post following the prescribed rules.
- (iii) All DPC's will be conducted by the IGNCA within the stipulated time frame following the prescribed rules.

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- (iv) All pending vigilance cases shall be disposed off within the stipulated time following the prescribed rules by the IGNCA.
- (v) Training Policy for the staff will be worked out and submitted to the Ministry of Culture by the IGNCA. Training of the staff of the organization will be ensured as per the Staff Training Policy. For this purpose, a training calendar will be designed in the beginning of the year, IGNCA will assess needs for skill development and create tailored training modules.
- (vi) Verification of appointments made during the last 5-10 years has to be carried out by the Akademi. This process has to be completed by the Akademi by November, 2017.

### **3. Legal Matters**

- (i) Memorandum of Association shall be amended on the line of the High Powered Committee's (HPC's) recommendations agreed to by the Ministry, with the approval of the Competent Authority. This process will be completed by October, 2017.
- (ii) Bye-laws of the organization shall be framed/reviewed and requisite amendments as per the prescribed guidelines will be made by November 2017 with the approval of the Competent Authority.
- (iii) Recruitment Rules in respect of all the post will be framed/reviewed as per the laid down guidelines and prescribed procedures. IGNCA will complete this process by December 2017.
- (iv) IGNCA shall ensure 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.

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- (v) The Organization will utilize the online Court case monitoring software developed by NIC for regularly monitoring its ongoing Court cases during the year.
- (vi) The Akademi will take action for implementing the recommendations of the High Powered Committee which has been accepted by the Ministry of Culture.

#### 4. Parliament Matters

- (i) Audited Accounts and Annual Report will be placed below the Parliament on time. The report shall be sent by the IGNCA 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 IGNCA

#### 5. General

- (i) Mandatory meetings of all the Committees/Sub Committees will be convened and conducted on time.
- (ii) The Performance Audit/ Peer Review shall be carried out as per GFR Provisions contained in chapter 9 rule 208 (v). Every two years a Performance Audit should be done by reputed institutions of the activities of the Akademi For maintaining quality in academic work an appropriate

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peer review system may be put in place. The Akademi will need to display its capacity for self-introspections, if it is to remain truly independent.

- (iii) IGNCA shall furnish/file mandatory returns/report on time, IGNCA shall also provide the report/returns as and when asked by the Ministry.
- (iv) IGNCA shall ensure timely disposal of RTI application and appeal Akademi shall also furnish/upload certificate/report on RTI portal as per the extant guidelines.
- (v) For disposal of Public Grievances/complaints, IGNCA 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) IGNCA'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 also amendments thereof the organization will also be uploaded on the website of the organization.
- (vii) IGNCA shall ensure the inputs for Cabinet Memos within the prescribed time frame
- (viii) IGNCA shall ensure compliances with the Rajbhasha Policy as per directives received from Ministry of Home Affairs.
- (ix) The long term vision document of IGNCA as per Deed of Declaration will be implemented and submitted to this Ministry by June 2016.
- (x) Swachh Bharat Campaign/Programmes as well as cleanliness drive shall be taken up by IGNCA and instructions directions given by the Ministry in this regard shall be followed. IGNCA has developed Five Year Plan in association with Sulabh International Social Service Organization within the Swachh Bharat campaign, and will arrange one workshop as a collaborative activity. Swachh Bharat Campaign will be continued throughout the year.

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- (xi) IGNCA will prepare skill development modules in collaboration with various cultural institutions in the field of wall Painting Art form of Jaipur region (Arayash), Archival book Binding workshop without the use of harmful adhesives, Mounting and stretching of paintings, packing and Transportation of Artefacts, Preparation of Archival box for file and important books, archival/museum storage reorganization and cleaning of storage furniture.
- (xii) IGNCA shall prepare an inventory of all performing spaces in the country and displayed in the web platform.
- (xiii) IGNCA is highly active on Social Media i.e. Facebook, Twitter and Youtube. For increased presence on social media platforms, the organization will regularly posting details of programmes online which will include written texts, photographs, audio-visual clippings, press clippings, etc. The content will be uploaded on weekly basis to keep all these forums updated.

IGNCA has also started posting details of events on Sanskriti App. It will constantly update details on Sanskriti App The details of the programme will also be shared with Ministry of Culture through e-newsletters. The organization will also work for increasing its outreach on Facebook, Twitter and Youtube. By the end of the year 2017, the number of likes on Facebook and the followers on twitter will double from the present number.

- (xiv) IGNCA will implement the following e-services.
- (a) IGNCA will create online system for application and utilization certificates.
- (b) IGNCA shall create online system of Accounting by December, 2017.
- (c) IGNCA will prepare and upload its publications online which would cover both free and paid access to these e-books.
- (d) IGNCA will be active on the My Gov platform for inviting suggestions, ideas regarding its activities during the year.

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- (xv) IGNCA has prepared a listing of ICH elements covering different aspects of Indian arts and the same is made available at the IGNCA website.

IGNCA has developed National Cultural Audiovisual Archives on behalf of the Ministry of Culture, Govt. of India. Over 5000 objects covering about 4000 hours have been digitized under the project and the same will be made available online shortly (at [ncaa.gov.in](http://ncaa.gov.in)). It is proposed to preserve (by digitization) over 10000 hours of audiovisual materials and make it accessible by March 2018.

- (xvi) IGNCA will place increasing emphasis on undertaking research in different cultural fields. For the purpose of providing cultural education it will collaborate with government funded educational institutions, National Museum, Universities, etc. for various projects and Field Studies under living traditions of Ramkatha and Mahabharata, Textiles Traditions of the North-East, Paddy Growing Cultures, Confluence of Traditions and Composite Cultures, etc.

- (xvii) IGNCA will provide promotional films to DD Bharati and also make an inventory of films IGNCA has already produced 140 films for DD Bharati and will keep on producing 3 to 4 films per month during 2017-18.

- (xviii) Impact assessment of existing programmes/projects will be done as per MOC's guidelines.

- (xix) IGNCA will implement the New Pension Scheme (NPS) for its employees as per the norms of NPS.

- (xx) Governing Body of the organisation shall review user charges/sources of internal revenue generation at least once a year and inform the administrative Ministry. This exercise should preferably be completed before the formulation of Union Annual Budget.

- (xxi) Organisation should designate an officer of appropriate level to render financial advice whose concurrence should be obtained for sanction and

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incurring of expenditure. The Financial limits up to which such concurrence is mandatory may be drawn up by the organisation. The Chief Executive officer of the organisation will be responsible for overall financial management of the organisation.

(xxii) Public Financial Management System (PFMS) has to be put in use by the organisation.

## 6. Specific issues

- (i) Timely conduct of the monthly activities to achieve monthly targets as indicated in the Annexure-I (enclosed) for the year 2017-18 shall be insured. The cost/expenditure shown in the Annexure-I 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 Ministry of finance from time to time. If physical targets are achieved in time, allocation of additional funds could be considered to conduct more activities. Any shortfall in targets may attract withdrawal/reduction in the budgetary support.
- (ii) Each activity with its physical and financial targets indicated in the Annexure- I of the draft MoU may be linked to the concerned object heads of the budgetary outlay for the year 2017-18 so that the physical and financial progress could be monitored with reference to the budgetary allocating under each object head.

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Signature

on behalf of Ministry of Culture

(NT PAITE)  
Dy. Secy. (Akad.)

Signature 12/05

On behalf of IGNCA

अनुराग त्रिवेदी / ANURAG TRIVEDI  
निदेशक (प्रशासन) / Director (Admn.)  
आई.जी.एन.सी.ए., जलपथ / I.G.N.C.A., Janpath  
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1 - PUBLICATION						2 - NATIONAL CONFERENCE/SEMINAR/WORKSHOP					
Weightage(W) - 6						Weightage (W) -15					
Unit Cost( Rs.in lakhs) - 5						Unit Cost( Rs.in lakhs) -20					
Month	Physical		Financial		Score = W*A/T	Physical		Financial		Score = W*A/T	
	Target (A)	Achieve- ment(A)	Target (A)	Achieve- ment(A)		Target(T)	Achieve- ment(A)	Target (A)	Achieve- ment(A)		
Apr-17	4		20		2		40				
May-17	4		20		2		40				
Jun-17	3		15		2		40				
Jul-17	5		25		2		40				
Aug-17	5		25		2		40				
Sep-17	6		30		3		60				
Oct-17	5		25		3		60				
Nov-17	5		25		4		80				
Dec-17	6		30		1		20				
Jan-18	6		30		2		40				
Feb-18	3		15		4		80				
Mar-18	3		15		3		60				
Total	55		275		30		600				

	3 - INTERNATIONAL CONFERENCE/SEMINAR/WORK					4 - PHOTO EXHIBITION				
	Weightage (W) -5					Weightage (W) -1				
	Unit Cost( Rs.in lakhs) -50					Unit Cost( Rs.in lakhs) - 3				
	Physical		Financial		Score = W*A/T	Physical		Financial		Score = W*A/T
Month	Target(T)	Achievement(A)	Target(T)	Achievement(A)		Target(T)	Achievement(A)	Target(T)	Achievement(A)	
Apr-17	0		0		2			6		
May-17	1		50		1			3		
Jun-17	1		50		1			3		
Jul-17	0		0		2			6		
Aug-17	1		50		1			3		
Sep-17	0		0		1			3		
Oct-17	0		0		1			3		
Nov-17	0		0		1			3		
Dec-17	0		0		4			12		
Jan-17	1		50		1			3		
Feb-17	0		0		3			9		
Mar-17	1		50		2			6		
Total	5		250		20			60		

5 - THEMATIC EXHIBITION						6 - LECTURE(PUBLIC/MEMORIAL)/TALK/FILM SHOW					
Month	Weightage (W) -12					Weightage (W) -1					
	Unit Cost( Rs.in lakhs) -15					Unit Cost( Rs.in lakhs) - .50					
	Physical		Financial		Score =	Physical		Financial		Score =	
	Target(T)	Achieve-ment(A)	Target(T)	Achieve-ment(A)		Target(T)	Achieve-ment(A)	Target(T)	Achieve-ment(A)		
	W*A/T										
Apr-17	4		60			6		3			
May-17	2		30			4		2			
Jun-17	2		30			6		3			
Jul-17	3		45			4		2			
Aug-17	3		45			6		3			
Sep-17	3		45			8		4			
Oct-17	3		45			6		3			
Nov-17	4		60			6		3			
Dec-17	5		75			10		5			
Jan-17	4		60			6		3			
Feb-17	5		75			12		6			
Mar-17	3		45			10		5			
Total	41		615			84		42			



7 - PERFORMANCE/FILMS FESTIVAL/CULTURE EVENTS						8 - AUDIO-VIDEO DOCUMENTATION/FILM DEVELOPMENT					
Month	Weightage (W) - 6					Weightage (W) - 11					
	Unit Cost( Rs.in lakhs) - 5					Unit Cost( Rs.in lakhs) - 25					
	Physical		Financial		Score =	Physical		Financial		Score =	
	Target(T)	Achievement(A)	Target	Achievement(A)	W*A/T	Target(T)	Achievement(A)	Target	Achievement(A)	W*A/T	
Apr-17	3		15			0		0			
May-17	3		15			0		0			
Jun-17	5		25			0		0			
Jul-17	4		20			1		25			
Aug-17	6		30			0		0			
Sep-17	3		15			1		25			
Oct-17	6		30			1		25			
Nov-17	4		20			0		0			
Dec-17	7		35			1		25			
Jan-17	4		20			1		25			
Feb-17	6		30			1		25			
Mar-17	3		15			2		50			
Total	54		270			8		200			

9 - RESEARCH AND FIELD STUDIES						10 - CONSERVATION/DIGITIZATION/MICROFILMING					
Month	Weightage (W) -4					Weightage (W) -3					
	Unit Cost( Rs.in lakhs) -4					Unit Cost( Rs.in lakhs) -1					
	Physical		Financial		Score =	Physical		Financial		Score =	
	Target(T)	Achieve-ment(A)	Target	Achieve-ment(A)		Target(T)	Achieve-ment(A)	Target	Achieve-ment(A)		
Apr-17	6		24			12		12			
May-17	2		8			12		12			
Jun-17	3		12			12		12			
Jul-17	4		16			11		11			
Aug-17	3		12			12		12			
Sep-17	4		16			12		12			
Oct-17	3		12			12		12			
Nov-17	3		12			12		12			
Dec-17	4		16			12		12			
Jan-17	5		20			14		14			
Feb-17	6		24			16		16			
Mar-17	9		36			13		13			
Total	52		208			150		150			

11 - LIBRARY ACTIVITIES						12-ART ACQUISITION/ETHNOGRAPHIC COLLECTION/PAINTING					
Weightage (W) -16						Weightage (W) -5					
Unit Cost( Rs.in lakhs) - 1						Unit Cost( Rs.in lakhs) -5					
Month	Physical		Financial		Score = W*A/T	Physical		Financial		Score =	
	Target(T)	Achieve- ment(A)	Target	Achieve- ment(A)		Target(T)	Achieve- ment(A)	Target	Achieve- ment(A)		
Apr-17	50		50			4		20			
May-17	55		55			3		15			
Jun-17	60		60			4		20			
Jul-17	55		55			5		25			
Aug-17	65		65			3		15			
Sep-17	65		65			5		25			
Oct-17	65		65			4		20			
Nov-17	70		70			3		15			
Dec-17	65		65			5		25			
Jan-17	70		70			3		15			
Feb-17	85		85			5		25			
Mar-17	80		80			3		15			
Total	785		785			47		235			



Sum of physical targets	Sum of Physical Achvmnt	Sum of Financial Targets (A)	Sum of Financial Achvmnt (B)	Non-plan Budget (C)	Internal Revenue Generation (D)	Actual  Financial Assistance Needed  <b>E=(A+C-D)</b>
93		250		0	12	238
89		250		0	12	238
99		270		0	13	257
96		270		0	11	259
107		300		0	12	288
111		300		0	10	290
109		300		0	10	290
112		300		0	12	288
120		320		0	10	310
117		350		0	12	338
146		390		0	14	376
132		390		0	12	378
1331		3690		0	140	3550

DTH CONTENT						Village coverage			Viewership/ readership			Total Score
Weightage - 5						Weightage - 5			Weightage - 5			
CONTENT CREATION			CONTENT BROADCASTING									
Target	Achievem ent	Score	Target	Achvmnt	Score	Target	Achvmnt	Score	Target	Achvmnt	Score	
2			2			10			2000			
2			2			15			3000			
2			2			10			2000			
2			2			15			3000			
2			2			20			2000			
2			2			20			2000			
2			2			25			3000			
2			2			25			4000			
2			2			25			3000			
2			2			20			3500			
2			2			25			3500			
2			2			10			4340			
24			24			220			35340			

**Detailed justification for each activity for the**  
**Matrix Table of MOU 2017-18**

**Activity No. 1 – Publication**

**Action taken on the Activity:**

A publication involves a lot of research work of a scholar for a couple of years. The manuscript of the scholar, as soon as received is gone through and necessary editing work done along with translation of work if required. The publication is then sent for printing to the co-publisher after following due procedure. As soon as the first proof of the material is received from the co-publisher it is gone through for the facts and necessary proof reading is being done. A workshop on the subject topic of the publication is also organized in IGNCA, if necessary. After finalisation of the publication with suitable no. of copies it is released by an eminent person after organising a function in IGNCA. Simultaneously/subsequently a Book Reading Session may also be organized. Necessary conveyance and boarding/lodging is also provided to the author of the publication. Tea/snacks also provided to the participants attending the workshop/book release/book reading. In the year 2016-17 the publications released were Vastumandana, Gold Dust of Begum Sultana, The Art of Kerala Kshetram, Art Experience, etc.

During 2017-18, some of the publications likely to be released as per MoU specifications are :-

- Jaiminiya-Brahmana, edited & translated by Late Prof. H.G. Ranade in three volumes
- Sangita Sudhakara of Haripaladeva edited by Prof. R. Sathyanarayana
- Kalatattvakosa vol.I Hindi translation by Pt. Girishwar Mishra
- Samarangana-sutradhara of boja, edited and translated by Dr. P.P. Apte in Six volumes.

The activity wise cost for 2017-18, based on previous year's expenditure, is as under:-

		Rs. in lakhs
i	Average cost of editing on manuscript :	0.50
ii	Average cost of printing:	3.50
iii	Average cost of book release/book reading session etc.:	0.50
iv	Average distribution cost:	0.50
Total	Average total cost of printing/distribution/book release, etc.:	5.00



## **Activity No. 2 – National Conference/Seminar/Workshop**

### **Action taken on the Activity:**

The necessary pre-planning of national conference/seminar/workshop is by calling concept papers from the participants of different organisations/eminant scholars. The papers to be presented are selected by an Expert Committee. A brochure on the subject topic is also finalised and released. Conference proceedings are also prepared and released to the participants. Necessary TA/DA is also paid to the participants who are invited to attend the conference/seminar/workshop. Necessary publicity in the media is also organised to successfully conduct the conference/seminar/workshop. Generally for national conference, 40-50 participants from the various regions of India and another 20-25 students attend from Delhi region. The Presenter of papers are being given travel, hospitality, boarding and lodging charges. IGNCA being a member of India International Centre, the India Islamic Cultural Centre, we regularly arrange accommodation at these centres or at YMCA on the basis of availability of rooms. Otherwise guest houses like Rajasthan Guest House, etc. are also being booked for lodging purpose.

IGNCA has organized a Conference on 'Sacred Heritage of Jagannath Tribal and Regional Cultural Interface', Sanskriti Samvas Shrinkhala (Cultural Dialogue series) on the 90th Birthday of eminent Literateur, Prof. Namvar Singh, Seminar on 'Role of Libraries in Education' on the New Education Policy of Govt. of India, Workshop on Paddy Growing Culture and six days' paitnig workshop on 'Patnitop' with active participation of senior artists from all over India and school children for promotion and awareness of Patnitop its importance and preservation in collaboration with Master Sansar Chand Baru Memorial charitable Trust Jammu (J&K) in 2016-17.

In the year 2017-18, Conference on Ganga River: The Cultural Relations with India and South East Asia, Workshop on transcription of manuscripts from Sharda & others scripts, Seminar on Buddhism at North East at Guwahati University/NEHU, Shillong and Exhibition on Aurel Stain at Podicherry, Goa, Baroda etc. are likely to be organized.

The cost involved in organizing this activity in 2017-18 based on expenses incurred in 2016-17 are as under:-

Rs. in lakhs		
i	Average cost of preparing and printing of brochure on the subject:	1.00
ii	Average cost of preparing concept papers received from the participants for distribution:	2.00
iii	Average cost of publicity in the press and media:	4.00
iv	Average cost of organising the National conference/seminar/workshop (travel hospitality boarding/lodging:	11.00
v	Average cost of preparing proceedings of the National conference/seminar/workshop:	2.00

T o t a l	Average total cost for organizing National conference/seminar/workshop:	20.00
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### **Activity No. 3 – International Conference/Seminar/Workshop**

#### **Action taken on the Activity:**

International conference/seminar/workshop is also organized in IGNCA with the participation of outside experts from different countries to share their experience in the field of art and culture. Necessary air-fare, boarding/lodging is also arranged for them. An Expert Committee selects the papers and the scholars who are granted our travel assistance. Sometime International conference/seminar/workshop is organized for a week long session where all the participants present their papers on their identified topic. IGNCA has organized an International Seminar on 'Acarya Abhinavgupta', Kathakar Intenational Storytellers Festival, International Conference on Metal, Two days' International Conference on 'Northeast India and Myanmar Ethnic and Cultural Bondages & Two-day International Symposium on Shirei Hodu: Celebrating the Jewish Saga of India - International Conference, Exhibition and Cultural Festival at IGNCA in 2016-17. For example, delegates/scholars from different countries and scholars from different parts of the country participated. The foreign/outside participated were hosted in India International Centre (IIC), YMCA, IICC (India Islamic Cultural Centre (IICC), etc.

In the year 2017-18, International Conference on Trans Himalayan artistic Heritage, Internatinal Multi-event on 'North-East in Liberary Traditions of India', International Conference on Rahul Sankrityayan (1893-1963): Maha Pandit in the Land of Snow and Exhibition on Aurel Stain at Pondicherry, Goa Baroda, etc. are being planned.

The activity wise cost involved for 2017-18 based on expenses incurred in 2016-17 are as under:-

Rs. in lakhs		
i	Average cost of preparing and printing of brochure on the subject:	4.00
ii	Average cost of publicity in the press and media:	7.00
iii	Average cost of organising the International conference/seminar/workshop (tentage cultural participation honorarium/fee & travel	14.00
iv	Average cost of air-fare, boarding lodging for the foreign participants:	22.00
v	Average cost of preparing proceedings of the International conference/seminar/workshop:	3.00
To tal	Average total cost for organizing International conference/seminar/workshop:	50.00



#### **Activity No. 4 – Photo Exhibition**

##### **Action taken on the Activity:**

Photo Exhibition is being organized in IGNCA on the identified topics by preparing necessary photo frames/slides and other material which is being displayed in the HQ and the different locations of the country in the shape of mobile exhibition to have more viewership. The expenditure on this account pertains to making the photo frames of permanent nature and transportation cost to other cities and the necessary activities to organise the exhibition in the different locations. IGNCA has organized a photo exhibition on 'Life and work of Sir Marc Aurel Stein' at Guwahati State Museum, photo exhibition on photographs of Prof. Naamvar Singh and photo exhibition on Nabakalebara of Sri Jagannath at Regional Museum of Natural History (RMNH), Bhubaneswar, Odisha in 2016-17.

The activity wise cost involved for 2017-18 on the basis of previous year's expenditure are as under:-

Rs. in lakhs		
i	Average cost of preparing necessary photo frames/slides and other material for display:	1.20
ii	Average expenditure of transportation cost of exhibition material to different cities of the country.	0.50
iii	Average cost of organising the exhibition on different locations:	1.20
iv	Average cost of conveyance to the officers/staff of IGNCA for organising the exhibition in the different locations:	0.10
Total	Average total cost for arranging Photo Exhibition:	3.00

#### **Activity No. 5 – Thematic Exhibition**

##### **Action taken on the Activity:**

Conceptual/Thematic exhibitions are being organized in IGNCA where much larger funds are needed as compared to photo exhibition since curator and designer is being arranged to successfully organize the exhibition. For this type of exhibition, the curator and designer has to conceptualise and create a design and necessary wherewithal required for arranging the exhibition. The exhibition is inaugurated by an eminent person in the field of art & culture and expenditure is incurred on publicity of the exhibition, inauguration function and for arranging tea/snacks for the participants. The World of Rock Art exhibition at Departmental Museum of Ancient Indian History Culture & Archaeology Panjab University, Chandigarh and exhibition 'People, Book, Land: The 3,500 Year Relationship of the Jewish People with The Holy Land' by Simon Wiesenthal Centre Developed under the auspices of



the United Nations Educational Scientific and Cultural Organization (UNESCO) were organized in 2016-17.

The activity wise cost involved for 2017-18 based on expenses incurred in 2016-17 are as under:-

		Rs. in lakhs
i	Average cost of a curator appointed to create a design for arranging the exhibition successfully:	3.50
ii	Average cost of arranging necessary publicity in press/media:	2.00
iii	Average cost of preparation and organising the exhibits & gallery for display	9.00
iv	Average cost of inauguration of the exhibition:	0.50
Total	Average total cost for arranging Thematic Exhibition:	15.00

#### **Activity No. 6 – Lecture (Public/Memorial), talk/film show**

##### **Action taken on the Activity:**

Regular Lecture (Public/Memorial), talk/film show are being organized in IGNCA on different topics by the experts in the field of art and culture in the country. The expenditure on this account is generally on paying the necessary fee/honorarium to the speaker and to and fro conveyance provided to them. Necessary tea/snacks are being arranged after lecture. IGNCA publication and promotional material is also being displayed during the lecture. On each 4<sup>th</sup> Friday of the month film show is also being arranged in Media Centre on the films prepared by IGNCA.

The activity wise cost involved for 2017-18 based on expenses incurred in 2016-17 are as under:-

		Rs. in lakhs
i	Average cost of organising the public/memorial lecture/talk/film show:	0.15
ii	Average cost of paying the necessary fee/honorarium to the speaker and to and fro conveyance etc.:	0.05
iii	Average cost of providing hospitality and publicity:	0.30
Total	Average total cost for arranging Lecture (Public/Memorial), talk/film show:	0.50

### **Activity No.7 – Performance/Film Festival/Cultural Events**

#### **Action taken on the Activity:**

The music & dance performance and other stage plays are organized with the help of outside artists specialised in the field. IGNCA is also participating in the film festivals organized in the different parts of the country. Recently, a film festival of North East was also organized in different cities of North East. The major expenditure on this activity is on organization of the performance, artist fee, etc. and the movement of Officers/staff of IGNCA to different parts of the country. Necessary publicity is being given in press and print media.

The activity wise cost involved for 2017-18 based on expenses incurred in 2016-17 are as under:-

Rs. in lakhs		
i	Average cost of organising the Performance/Film Festival/Cultural Events:	0.80
ii	Average cost of paying the necessary fee/honorarium to the artist to make the performance and to and fro conveyance etc.:	2.50
iii	Average cost of travel/hotel charges for participants/Artists/Staff:	1.30
iv	Average cost of providing tea/snacks during the programme:	0.40
Total	Average total cost for arranging Performance/Film Festival/Cultural Events:	5.00

### **Activity No.8 – Audio-Video Documentation/Film Development**

#### **Action taken on the Activity:**

To create Audio-Video resources on Indian Culture and National Cultural Audiovisual Archives (NCAA), the Media Centre of IGNCA with the help of other divisions organized audio-video documentation on the domain specific theme on Indian Art & Culture. Sometimes these documentations are also done through Expert Film Makers. Released DVDs on Pandit Shrikrishna Babanrao Haldankar and Vidushi Dr. Suhasini Koratkar under Masters of Hindustani Classical Music Series and multiple camera documentation of folk ritual theatre RAMMAN at Joshimath, Distt. Chamoli, Uttarakhand. This activity sometime extends upto a month in the field.

The activity wise cost involved for 2017-18 based on expenses incurred in 2016-17 are as under:-

Rs. in lakhs		
i	Average cost of Audio-Video Documentation (20-25 days duration)	
	1.Transportation:	4.00
	2.Boarding and lodging:	6.00



	3. Equipments/taps:	10.00
	4. Editing and release:	5.00
Total	Average total cost for Audio-Video Documentation/Film Development:	25.00
<b>OR</b>		
ii.	Preparation of film by various domain experts	25.00

### **Activity No. 9 – Research & Field Studies**

#### **Action taken on the Activity:**

Research & Field Studies is being done by IGNCA in the different parts of the country in connection with their Lok Prampara and kshetra Sampada Project. The main expenditure on this activity is for movement of staff for field research along with the photographers and their equipments for meticulous record of the photographic or audio-video content of the ceremonies/rituals/performances like Vanishing Heritage of Viswakarma and Kammalar in collaboration with NIAS, Bangalore, Suladi traditions by Dr. Arati Rao (ongoing project)etc.

The activity wise cost involved for 2017-18 based on expenses incurred in 2017-18 are as under:-

Rs. in lakhs		
i	Average cost on documentation on Lok Parampara and Kshetra Sampada Programme on the particular lifestyle/region being organized by IGNCA in different parts of the country:	1.00
ii	Average cost of transport/boarding & lodging:	2.00
iii	Average cost of hiring of equipments:	1.00
Total	Average total cost for Research & Field Studies:	4.00

### **Activity No.10 – Conservation/Digitization/Microfilming**

#### **Action taken on the Activity:**

Conservation Division of IGNCA is involved in conservation of art objects, rare books, paintings, and other archival material available in IGNCA with the help of latest techniques/material in the country. The major expenditure on this activity is procurement of conservation material/chemicals/equipments used during the process and trained manpower cost.



The activity wise cost involved for 2017-18 based on expenses incurred in 2016-17 are as under:-

		Rs. in lakhs
i	Average cost of material/chemical used for conservation:	0.60
ii	Average cost of material used for digitization/microfilming:	0.20
iii	Average cost of standard equipment used for conservation/digitization/microfilming:	0.20
Total	Average total cost for Conservation/Digitization/Microfilming:	1.00

### **Activity No.11 – Library Activities**

#### **Action taken on the Activity:**

Library activities are being organized by Kalanidhi Division of IGNCA which involved acquisition of 750 books, 189 periodicals in the field of Art & Culture in 2016-17. Online subscription of periodicals, maintenance of rare books/manuscripts in fire resistant environment etc. are being arranged. Apart from this, 12 book reading sessions are organized in a year, i.e. on every 4<sup>th</sup> Thursday of the month.

The activity wise cost involved for 2017-18 based on expenses incurred in 2016-17 are as under:-

		Rs. in lakhs
i	Average cost of acquisition of rare books:	0.10
ii	Average cost of purchase of reference books/periodicals:	0.20
iii	Average cost of maintenance of rare books/manuscripts in fire resistance environment:	0.50
iv	Average cost of organising book reading session of every 4 <sup>th</sup> Thursday:	0.20
Total	Average total cost for Library Activities:	1.00

### **Activity No.12 – Art Acquisition/Ethnographic Collection/Paintings, etc.**

#### **Action taken on the Activity:**

Ethnographic collection of Masks, Puppets, scrolls, paintings, ornament, textile etc. are being done by IGNCA.

The activity wise cost involved for 2017-18 based on expenses incurred in 2016-17 are as under:-

		Rs. in lakhs
i	Average cost of ethnographic material like paintings, masks, puppets from different locations of the country:	3.00
ii	Average cost of conservation and maintenance:	2.00
Total	Average total cost for Art Acquisition/Ethnographic Collection/Paintings, etc.:	5.00

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