# Memorandum of Understanding between Ministry of Culture, Government of India and National Gallery of Modern Art, New Delhi for the year 2015-16
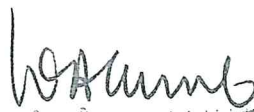
1. This agreement made on 20th March, 2015 between Ministry of Culture, Govt. of India, represented by Director, Museums Division, on the one part and Director, National Gallery of Modern Art (NGMA), New Delhi on the other part, lays down the responsibilities, performance indicators and targets duly agreed by both parties, with an objective to achieve organization goals by National Gallery of Modern Art, New Delhi through optimal use of available funds and to ensure proper functioning of National Gallery of Modern Art, New Delhi.

2. NGMA, New Delhi is a subordinate office of the Ministry of Culture, Government of India, headed by a Director. The main objectives of NGMA, New Delhi are as follows:

   - To acquire and preserve works of Modern Art from 1850's onward.
   - To organize, maintain and develop galleries for temporary and permanent display
   - To organize special exhibitions both at NGMA and also in other parts of the country and abroad.
   - To develop an education and documentation centre in order to acquire, maintain and preserve documents relating to works of modern art
   - To develop a specialized library of books, periodicals, photographs and other audio visual materials.
   - To organize lectures, seminars and conferences, and to encourage higher studies and research in the field of art history, art criticism, art appreciation, museology and the inter-relations on visual and performing arts.

3. NGMA, New Delhi, in consultation with the Ministry of Culture, has identified following 5 key objectives that it will need to deliver substantially in the next 3 years to improve its status and to ensure the furtherance of its objectives:

   i. The long pending appointment of permanent staff.
   ii. To redesign the permanent display of its permanent galleries and rotate the collection from its holdings.
   iii. Showcasing Indian Art Nationally and Internationally and develop NGMA as a Centre for Research in the field.
   iv. Augmenting and acquiring works for the permanent collection of NGMA.
   v. Extending the reach of NGMA in the Eastern and North Eastern Region.
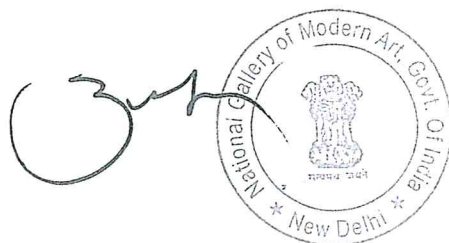
4. **Financial Allocations**: Under the annual plan 2015-16, NGMA, New Delhi has been provided a budgetary provision of Rs. 1644.25 lakhs under Plan and Rs. 486.50 lakhs under Non-Plan head. The above funds will be used by NGMA, New Delhi for achieving measurable improvement in service delivery with reference to the key performance indicators included in Annexure I, and to attain the targets included in Annexure II, of this Memorandum of Understanding.

5. **Performance and Monitoring**: NGMA, New Delhi will provide Ministry of Culture, Government of India quarterly reports in respect of the achievements on the targets set out in Annexure II of this agreement. The progress achieved will be monitored in a joint meeting six months into the financial year and at such other intervals as may be decided by Ministry of Culture. The fund allocation under Plan for NGMA, New Delhi in future years will be largely dependant on the achievement of the targets as laid down by this agreement.

Signed on behalf of
Ministry of Culture, Government of India

Director (Museums)
Director
Ministry of Culture
Govt. of India, New Delhi
Date: 20th March 2015
Place: New Delhi

Signed on behalf of
NGMA, New Delhi

Director

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KEY PERFORMANCE INDICATORS FOR NGMA, NEW DELHI FOR 2015-16

Administrative Matters

1. Appointment of regular staff against vacant posts for NGMA, New Delhi.
2. Training of staff and development of HRD policy.
3. Budget monitoring and expenditure to meet quarterly targets.
4. To expedite and clear all backlog of administrative issues and expeditious settling of pending court cases.
5. Timely submission of papers, documents, reports etc. to MOC
6. Ensuring compliance of the Raj Bhasha Policy.
7. Ensuring implementation of recommendations/suggestions of the Parliamentary Standing Committee.
8. Revision of Recruitment Rules of various posts
9. To increase revenues of NGMA.
10. Online monitoring of court cases.
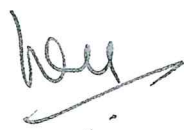
Outreach measures

1. Outreach programmes/ Cultural programmes/ Workshops / Competitions to be organized for different age groups
2. Printing of pamphlets for visitors
3. Measures adopted to advertise and market the Museum
4. Efforts to increase footfalls in the NGMA, New Delhi.

Modernization of Museum

1. Improving of museum galleries.
2. Creation/upgradation of visitors' facilities.
3. To develop a good reference Library with books, periodicals and journals.
4. Installation of interactive digital kiosks.
5. Up gradation of security and surveillance system
6. Up gradation of Museum website and presence on social networking sites
7. Conducting of an assessment of the building of NGMA, New Delhi.
8. Extension of NGMA campus at Patiala House, New Delhi.
9. Opening of a Branch of NGMA at Kolkata.

Museum Activities

1. Exhibitions, and Lectures to be organized

2. Introduction of Voluntary Guide Program
3. Physical verification of art objects and maintenance of Accession Register.
4. Progress in Implementation of the Jatan Software
5. Number of art objects taken up for restoration /conservation
6. The periodicity of meetings of Advisory Committee of NGMA, New Delhi and substantive agenda, discussion held and important decisions taken in these meetings.
7. Collaboration with Schools, Colleges and other Institutions for popularizing the NGMA
8. Preparation and submission of Result Framework Document (RFD) in respect of the activity being undertaken by the NGMA and ensuring its implementation by the targeted dates.
9. Amrita Sher-gill exhibition in 2016.
10. To develop conservation policy for paintings.
11. Strengthening of conservation in the Museum.
12. Conservation of sculptures in the open area gardens of NGMA.
13. Improvement of academic and research activities in NGMA.

E-Governance

1. Development of online system for application of various services being provided by the organization.
2. E-ticketing.
3. Digitization of library books and uploading of a catalogue on the organization's website.

Others

1. Assess needs for skill development and create tailored training modules.
2. Make an inventory of cultural spaces under the charge of the organization.
3. Increased presence on social media (Facebook/ Twitter/You-tube and website).
4. Provide promotional films to Doordarshan and make an inventory of films.
5. Preparation of annual income and expenditure account by the organization (Profit centre).
6. Activities on project Mausam.
7. Identification of organization's lands and buildings and maintenance of Asset Register.
8. Maintenance of reservation roster.
9. Introduction of video show for guidance of visitors to the Museum.
10. Preparation of separate annual report.
11. Preparation of basic documentary CD for 5-10 minutes giving introduction, activities and achievements of the organization.
12. Double entry book-keeping.
13. Compliance of instructions of Cabinet Secretariat, PMO and MoC, especially with respect to Swachh Bharat campaign.
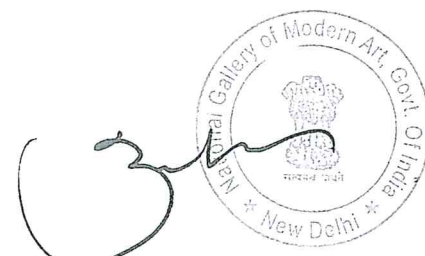
14. Timely submission of monthly, quarterly, half-yearly and yearly returns in respect of administrative, financial, plan and non-plan expenditure and other important activities.

15. Opening of galleries during extended hours for special exhibitions/ occasions and change of timings to increase footfalls.

16. Printing of advance calendar of events.

17. Uploading of RFD on the website of Cabinet Secretariat.
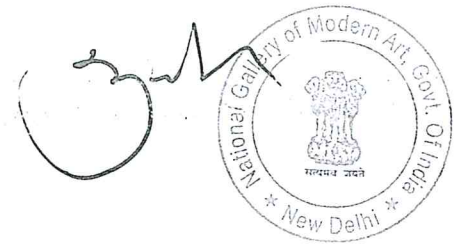
Targets for NGMA, New Delhi for the year 2015-16

Sl No.	Item	Targets
1	Organising outreach programmes/ competitions/ events	15
2	Design and printing of pamphlets / information folder on NGMA, New Delhi	2 pamphlets to be published. Minimum 3 sets i.e. exhibition catalogue, portfolio and related didactic material is to be published with each exhibition
3	Design and installations of digital kiosks in NGMA, New Delhi	6
4	Exhibitions to be organized	6
5	Lectures/Seminars/Workshops to be organized	20
6	Restoration of art objects	150
7	New steps to be initiated to increase visitors' footfalls	3
8	Increase in visitors over previous year	10%
9	Jatan software implementation.	6,000 records to be finalized at Director's level
10	Design and printing of Post cards on NGMA collections	10 multi-colour reproductions
11	Friends of Museums and other Societies – registration of new members	Registration of 300 members
12	Physical verification of artworks	2,000 objects to be physically verified
13	Volunteer Guides to be trained	20 guides
14	Undertaking collaborative programmes with other institutions	5 programmes
15	Swachh Bharat campaign - number of activities to be	15 activities
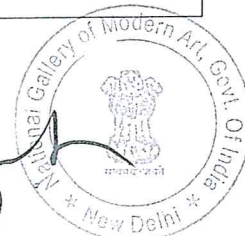
		undertaken.	
16	Assess needs for skill development and create tailored training modules.	For all employees
17	Make an inventory of cultural spaces under the charge of the organization.	To be completed during the year
18	Increased presence on social media (Facebook/ Twitter)	All activities to be posted on social media sites on a continuous basis.
19	Create online system for application of various services being provided by the organization.	2 services
20	Provide promotional films to Doordarshan and make an inventory of films.	All films
21	Registration under new Pension Scheme with PFRDA	To be completed during the year
22	Uploading of RFD on the website of Cabinet Secretariat.	As per timelines
23	Preparation of annual profit and loss account by the organization.	To be completed during the year
24	Activities on project Mausam.	5 activities
25	Identification of organization's lands and buildings and maintenance of Asset Register.	To be completed during the year
26	Maintenance of reservation roster.	To be completed during the year
27	Introduction of video show for guidance of visitors to the Museum.	To be completed during the year
28	Completion of work of opening of a branch of NGMA at Kolkata	Project to be completed by 15 August 2015.