

Nehru Memorial Museum and Library

Memorandum of Understanding between the Ministry of Culture, Shastri Bhawan, New Delhi and The Nehru Memorial Museum and Library, Teen Murti House, New Delhi for the Financial Year 2014-2015.

The Nehru Memorial Museum and Library is an Autonomous Body fully funded by the Ministry of Culture. The NMML is the National Memorial to Shri Jawaharlal Nehru, the first Prime Minister of India and was established in the year 1966. The NMML is a registered Society under the Societies Registration Act of 1860. The objectives of the Institution are outlined in the Memorandum of Association and the Rules and Regulations framed thereunder. The NMML Society is constituted by the Central Government and the Executive Council is the main decision making body.

This agreement made this 29th day of April 2014 between the Ministry of Culture, as the First Party and the Nehru Memorial Museum and Library an organization under the Ministry of Culture, hereinafter called the Second Party.

Whereas the Ministry of Culture have the mandate to preserve, promote and disseminate all forms of art and culture by undertaking a) Maintenance and conservation of heritage and historic sites and ancient monuments; b) Administration of libraries; c) Promotion of literary, visual and performing arts; d) Observation of centenaries and anniversaries of important national personalities and events; e) Promotion of institutions and organizations of Buddhist and Tibetan Studies; f) Promotion of institutional and individual non-official initiatives in the fields of art and culture; and g) Entering into cultural agreements with foreign countries.

And whereas the Nehru Memorial Museum and Library have the following mandate: a) to maintain a Museum of Jawaharlal Nehru personalia, memorabilia, mementoes and other objects pertaining to his life and the Indian freedom movement; b) to acquire, maintain and preserve papers of

nationalist leaders of Modern India and other eminent Indians who distinguished themselves in any field; c) to establish and maintain a library on the history of Modern India; d) to organize, undertake, conduct, encourage and promote study and research in the field of modern Indian history; and e) to institute and award fellowships and d) to foster academic contacts within India as well as with other countries through exchange of personnel and research materials.

Purpose of the MOU

To achieve the organizational goals by optimum use of the funds available and proper functioning of the organization.

To achieve this, the following are the deliverables:

1. Budget/ Accounts

- (i) Budgetary outlay for the year 2014-15 amounting to Rs. 12.71 crores is being allotted for carrying out organizational work. Expenditure is to be ensured. The Grant-in-Aid is dependent on the NMML's ability to show measurable improvement in service delivery with reference to the key performance indicators and achievement of targets as included in **Annexure-1** of this Memorandum of Understanding.
- (ii) The Annual Report and Audited Account for the year 2013-14 will be submitted to the Ministry of Culture before 31st December, 2014.
- (iii) The CAG audit, if required to be done, for the year 2013-2014 to be ensured.
- (iv) There is no Pending utilization certificate to be submitted to the Ministry of Culture.
- (v) To dispose of all pending CAG audit paras and internal audit paras.

2. **Human Resource**

- (i) Human Resource Policy for the Organization to be framed/ reviewed.
- (ii) The Recruitment Rules for all the Cadres to be framed/ reviewed with the approval of the Competent Authority.
- (iii) Vacancies in other ranks in the Organization to be filled up on time, after taking stock of the vacancies for the entire year.
- (iv) All DPC's for the year and any pending DPC's to be conducted on time.
- (v) All pending vigilance cases to be disposed off on time and as per rules.
- (vi) Training of the staff of the organization to be ensured as per the Staff Training Policy. A training calendar to be designed in the beginning of the year.

3. **Legal Matters**

- (i) Amendments to the MoA to be carried out, if necessary, with the approval of the Competent Authority.
- (ii) The bye-laws of the organization to be reviewed.
- (iii) Monitoring of the court cases to be ensured.

4. **Parliament Matters**

- (i) The Audited Accounts and Annual Report for the year 2013-14 to be placed before the Parliament.
- (ii) Fulfillment of all pending Parliamentary Assurances to be ensured.
- (iii) Legislative matters, if any, to be taken up for approval of Parliament.

5. General

- (i) Mandatory meetings of all the Committees/ Sub-Committees such as NMML Society, Executive Council and Finance Committee to be convened and conducted on time.
- (ii) The performance audit of the Organization to be got done by an external evaluator.
- (iii) Mandatory Returns and Reports for the year to be filed on time.
- (iv) Disposal of all the applications and appeals under the RTI Act 2005 to be ensured.
- (v) Disposal of public grievances to be ensured. Effective Grievance Redressal Mechanism to be set up if it does not exist. Existing policy to be reviewed.
- (vi) Website to be reviewed and revamped if necessary.

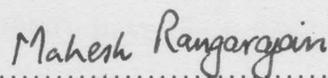
The NMML will supply to the Ministry of Culture each quarter of the year with information in respect of achievements of the targets set out in **Annexure-1** enclosed with this Memorandum. This information, together with the Annual Reports and Audited Accounts and any further reports/documents prepared in relation to the progress and development of the NMML, will be used to monitor the yearly performance. The NMML and the Ministry of Culture will undertake a joint review at the end of the financial year 2014-15 (and earlier at intervals as Ministry of Culture may decide). The funding grants to be provided to the NMML in the subsequent financial years will largely be dependent on the outcome of these joint reviews.

Signature on behalf of MOC



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(Joint Secretary, Libraries)

Signature on behalf of the
Organization



.....
Director, NMML

Nehru Memorial Museum and Library

MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2014-15
WITH THE MINISTRY OF CULTURE

S No.	Subject	Target
1.	Budgets and Accounts	
1.1	Budgetary Outlay	12.71 crore (Plan & Non-Plan both)
1.2	Annual Report	Annual Report for the year 2013-14 will be submitted to the Parliament as per due date of 31 December 2014.
1.3	CAG Audit	CAG Audit of the accounts of NMML for the year 2013-14 will be conducted as per schedule in the month of July-August 2014.
1.4	Pending UCs	The Utilisation Certificates for the year 2013-14 will be submitted as per schedule i.e. after certification of accounts for the year 2013-14.
1.5	Disposal of CAG Paras	Of the 31 CAG Paras pending, Audit has settled 11 paras subjected to verification during next audit. Remaining 20 outstanding paras will be got settled during the year during next transaction audit by the CAG.
2.	Human Resource	
2.1	Human Resource Policy	The Human Resource Document is under preparation and will be completed by 15 th May, 2014.
2.2	Vacancy Position	We have at present 77 posts lying vacant. We have requested the Ministry of Culture for permission to fill up 30 vacant posts which are lying vacant for more than one year. The recruitment process will be initiated immediately sanction is received from the Ministry.
2.3	DPC	DPC will be conducted twice for MACP during the year as per rules.

		Also DPC will be conducted whenever vacancy arises for promotion.
2.4	Training of Staff	Two Reprography Staff will be sent for training in Preservation to the National Archives; four Library Staff will be sent twice in a year for refresher training and two staff from the Institution for website uploading/maintenance.
3.	Legal Matters	
3.1	Amendments to the MOA	Will be done if required.
3.2	Bye Laws of the Organization	Will be done if required.
3.3	Monitoring of Court Cases	Four legal cases which are presently pending in various courts will be monitored closely.
4.	Parliament Matters	
4.1	Audited Accounts to be placed before Parliament	Audited Accounts for the year 2013-14 will be placed before both Houses of the Parliament as per schedule by 31 December 2014
4.2	Fulfilment of Pending Parliamentary Assurances	Presently no Parliamentary Assurance is pending with the organization. However, all the future Parliamentary Assurances will be complied with as per time schedule
4.3	Legislative Matters	As above
5.	General	
5.1	Mandatory Meetings of All Committees/ Sub Committees conducted on time	As per the Memorandum of Association of the NMML three meetings of the Executive Council are mandatory which will be followed. The meeting of the Finance Committee will be convened whenever required.
5.2	Performance Audit of the Organization by External Evaluator	Request will be made to the Chief Controller of Accounts to conduct Performance Evaluation Audit on the

		accounts of the NMML for the years 2013-15.
5.3	Mandatory Returns and Reports	Quarterly in-come tax returns will be filled on or before scheduled dates; cabinet summary on the monthly activities of the Institution will be submitted to the Ministry well before the stipulated date. Also quarterly review reports on the fulfilment of targets outlined will be submitted to the Ministry of Culture.
	Disposal of RTI Applications	All RTI applications received during the year will be disposed off within the scheduled period of thirty days.
	Disposal of Public Grievances	All public grievances received during the year will be taken care of immediately.
	Website Up-gradation	The NMML has recently launched a new website nehruememorial.nic.in. This will be periodically uploaded with fresh information and also during the year will be constantly maintained.
6.	125th Birth Anniversary of Jawaharlal Nehru:	
6.1	Modernization of Nehru Museum.	The Ministry of Culture has given a special grant of Rs. 5 crores for modernization of the Nehru Museum. Efforts will be made to identify the suitable designer who can prepare a new design and also supervise the work of implementing the new design by 14 th November, 2014.
	a) Creation of Nehru Portal	The Ministry of Culture has given a special grant of Rs. 5 crore for the creation of Nehru Heritage Portal. By 30th June, 2014 codal formalities will be completed for entrusting the work to a suitable vendor.
	b) Organisation of Academic activities:	The Nehru Memorial Museum and Library will organize (a) Workshop on Nehru's World (19 th April, 2014),

		(b) Workshop on Nehru's India (1 st May, 2014), and (c) an International Conference on "Rethinking the Nehru Legacy: The Long 20 th Century" (17-18 November, 2014).
7.	Acquisition of Private Papers	The NMML will aim to acquire twenty new archival collections of individual and institutional collections.
8.	Oral History Recordings	The NMML will record fifteen important personalities during the year for the Oral History Project. Also it will aim to finalize ten transcripts and transfer them to the Archives for consultation by scholars.
9.	Seminars and Lectures	The NMML proposes to organise 38 Weekly Seminars, 4 Workshops, 1 Panel Discussion, 4 Panel Discussions in Hindi, 2 Special Lectures, 38 Public Lectures, 8 Public Lectures in Hindi and 7 Conferences.
10.	Publications	The NMML will bring out 30 Occasional Papers in History and Society series and 20 Occasional Papers in Perspectives in Indian Development series. The second volume of the <i>Selected Works of C. Rajagopalachari</i> covering the years 1920-1921 will be published.
11.	Centre for Contemporary Studies	The NMML will fill up the vacant fellowship positions this year: Two Senior Fellowship; Two Fellowship and Three Junior Fellowship
12.	Digitization Project	The Digitization Project will be revived and work will resume during the year.
13.	Renovation of Auditorium	The NMML Auditorium will be renovated by installing new Chairs, Carpet, screen and electrical fittings.
14.	Nehru Learning Centre for Children and Youth	During the year every month at least two of the following programmes will be conducted:

		<ul style="list-style-type: none"> • Aao sunne Kahani / Story Hour • Storycupboard / Kitabo ka Pitara • Martin Luther King's Day • Shikshaon se Baatcheet/Talking to Teachers: "Khel Khel Mein" • Special Programme on Women's Day • Open Film screening in collaboration with PSBT • The World Around Us • Special Event – "Heritage Walk" • Special Event – International Peace Day" • Summer Craft Workshop • Katkatha Puppetry Workshop • Matka Planetarium in collaboration with Nehru Planetarium • Workshop on Theatre with NSD • Wildlife Week • Gandhi Jayanti • Children's Day on the spot creative writing & painting competition • Special Programme on World Disability Day • Special Programme on Republic Day • Mahatma Gandhi Martyrdom • National Science Day
15.	Nehru Planetarium	<p>The Nehru Planetarium will conduct every month at least one activity of the various activities given below:</p> <ul style="list-style-type: none"> • Celebrating 30 years since Rakesh Sharma's space flight • Positional Astronomy and Sunflower Plantation • Hands on Astronomy Workshop • Astronomy and Space Quiz • Khagol Prashnottari • Autumn Equinox • Jantar Mantar • Visualization Workshop • Children Fortnight • Winter Solstice • Sunspot Observation

		<ul style="list-style-type: none"> • Sun Dial Festival • Patchwork Astronomy • Space Art Contest • National Science Day • Celebration of Colour Astronomy • Sky watch Activities • Observing Mars • Observing Saturn • Observing Conjunction of Moon and Venus with Stars • Tactile Astronomy Workshop for visually challenged • Outreach Telescopic Activities in Slum Area • Full Dome Festival
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Maresh Rangarajan

(HEAD OF THE NMML)

COUNTERSIGNED

Sarala
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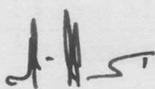
(DIRECTOR OF LIBRARIES)
MINISTRY OF CULTURE

**Government of India
Ministry of Culture**

**MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR
2014-15**

S. No.	Subject	Target	Rating			
			Excellent	Very Good	Good	Poor
1	Budget / Accounts					
	Budgetary Outlay	Non-Plan – Rs.12.71 crores + Plan Rs.12.00 crores (to be financed from interest on Corpus)	√			
	Annual Report	One Report	√			
	CAG Audit	31 July 2014	√			
	Pending UCs	Two UCs	√			
	Disposal of CAG Paras	20 Paras		√		
2	Human Resource					
	Human Resource Policy	20 May 2014	√			
	Recruitment Rules	20 May 2014	√			
	Vacancy Position	77			√	
	DPCs	2 for MACP 3 for promotion		√		
	Vigilance Matters	4 cases			√	
	Training to Staff	12 Employees		√		
3	Legal Matters					
	Amendments to the MOA	Nil				
	Bye Laws of the Organization	Review to be undertaken by 30 June 2014		√		

	Monitoring of Court Cases	4 cases		√		
	Training to Staff	Nil				
4	Parliament Matters					
	Audited Accounts to be placed before Parliament	31.12.2014		√		
	Fulfilment of Pending Parliamentary Assurances	Nil				
	Legislative Matters	Nil				
5	General					
	Mandatory Meetings of All Committees/Sub Committees conducted on time	Four Executive Council meetings, Six Finance Committee Meetings and one Annual General Meeting of the NMML Society		√		
	Performance Audit of the Organization by External Evaluator	1			√	
	Mandatory Returns and Reports	2 Reports to the Ministry of Culture as per MoU, 1 Annual Report, NMML Report for Ministry of Culture Annual Report and 4 Quarterly Income Tax Returns		√		



Joint Secretary
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Shastri Bhawan
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Director
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