

Nehru Memorial Museum and Library

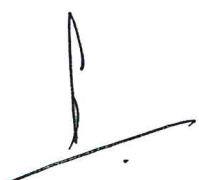
Memorandum of Understanding between the Ministry of Culture, Shastri Bhawan, New Delhi and the Nehru Memorial Museum and Library, Teen Murti House, New Delhi for the Financial Year 2015-2016.

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 26th day of March ~~January~~ 2015 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; e) to institute and award fellowships and f) 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 organisational 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 2015-16 amounting to Rs. one lakh under Plan and Rs. 17.30 crores under Non-Plan 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-II** of this Memorandum of Understanding.
- (ii) The Annual Report and Audited Accounts for the year 2014-15 will be submitted to the Ministry of Culture before 31st December, 2015.
- (iii) The CAG audit, if required to be done, for the year 2014-2015 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.
- (vi) To create online system of accounting.

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 DPCs to be conducted on time.
- (v) All pending vigilance cases to be disposed of on time and as per rules.
- (vi) Training of the staff of the organization to be ensured. A list of officers, grade wise should be identified at the beginning of the year for forwarding to National Mission on Libraries.
- (vii) New Pension Scheme and related contribution towards any official under the Scheme will be done on time.

3. Legal Matters

- (i) Amendments to the Memorandum of Association 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 will be done Online and reported to the Ministry.

4. Parliament Matters

- (i) The Audited Accounts and Annual Report for the year 2014-15 to be placed before the Parliament.
- (ii) Fulfilment 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 NMML 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.
- (vii) RFD will be uploaded on time.
- (viii) Swatchh Bharat campaign will be carried out by promoting awareness programmes, distribution of pamphlets, hosting signages/hoardings at important locations.
- (ix) To increase presence on social media.
- (x) To identify and create e-services.
- (xi) To create online system of applications and utilization certificates.
- (xii) To provide archival material on intangible culture to IGNCA.
- (xiii) To provide promotional films to DD and also make an inventory of films.
- (xiv) NMML will come on board on the 14 Points Museum Reform Programme.
- (xv) Technical Assessment for controlled access and modified atmosphere requirement of the archival collections to be undertaken.
- (xvi) Ensure particular focus on the conservation of collections both of paper and otherwise.



(xvii) A Sonet Lumiere Show be created in the Museum for which funds may be sought from the Ministry of Tourism.

(xviii) Creating of virtual tours/museum starting with the "India's First Cabinet."

(xix) * As mentioned below.

The NMML will supply to the Ministry of Culture each quarter of the year with information in respect of 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 2015-16 (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.

Signed on behalf of MOC



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Director
(Joint Secretary, Libraries)

कँवर समीर लाठर/KANWAR SAMEER LATHER
निदेशक/Director
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Govt. of India
नई दिल्ली/New Delhi



Signed on behalf of
Organization

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Director, NMML

* The organization will be active on the My Gov. Platform for inviting suggestions, ideas regarding its activities, during the year.

Annexure – 1

Nehru Memorial Museum and Library

**MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL
YEAR 2015-16 WITH THE MINISTRY OF CULTURE**

Sl. No.	Subject	Target
1.	Budgets and Accounts	
1.1	Budgetary Outlay	1 lac under Plan and 17.30 crores under Non-Plan.
1.2	Annual Report	Annual Report for the year 2014-15 will be submitted to the Parliament as per due date of 31 December 2015.
1.3	CAG Audit	CAG Audit of the accounts of NMML for the year 2014-15 will be conducted as per schedule in the month of July-August 2015.
1.4	Pending UCs	The Utilisation Certificates for the year 2014-15 will be submitted as per schedule i.e. after certification of accounts for the year 2014-15.
1.5	Disposal of CAG Paras	There are 27 CAG Paras pending at present. The transaction audit was just completed for the financial years 2012-2014 recently. We will try to settle as many paras as possible when the Inspection Report is received.



2.	Human Resource	
2.1	Human Resource Policy	The Human Resource Document is under preparation and will be completed by 31 st January, 2015.
2.2	Vacancy Position	We have at present 73 posts lying vacant. The action for filling up the vacant post is underway.
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 of NMML's Stenographers underwent Hindi Stenography training in the Hindi Cell. More employees will be sent for training in different disciplines in the year 2015-16.
2.5	New Pension Scheme	The NMML has written to Ministry of Culture to register the Institution in the New Pension Scheme and due efforts will be made to finalise the matter during the year.
3.	Legal Matters	
3.1	Amendments to the MOA	Will be done if required.
3.2	Be Laws of the Organization	Will be done if required.
3.3	Monitoring of Court Cases	Five pending in various courts will be monitored closely.



4.	Parliament Matters	
4.1	Audited Accounts to be placed before Parliament	We have to get the Audited Accounts for the year 2013-14 approved by the NMML Society. We have requested the Hon'ble Prime Minister in his capacity as the President of the NMML Society for a convenient date and time for convening the Annual General Meeting of the NMML Society.
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 2014-15.



5.3	Mandatory Returns and Reports	Quarterly in-come tax returns will be filed 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.
5.4	Disposal of RTI Applications	All RTI applications received during the year will be disposed of within the scheduled period of thirty days.
5.5	Disposal of Public Grievances	All public grievances received during the year will be taken care of immediately.
5.6	Website Up-gradation	The NMML has recently launched a new website nehrumemorial.nic.in . This will be periodically uploaded with fresh information and the website will be constantly maintained.
5.7	Swachh Bharat Campaign	The NMML will prepare a calendar of events to be conducted as part of the Swachh Bharat Campaign and the responsibility will be given to the Children Resource Centre of the NMML.



5.8	Social Media	The NMML is in the Facebook and the NMML Website is linked to the YouTube channel. The NMML will make all efforts to publicize all its programmes through the Social Media.
5.9	RFD Uploading	The NMML will prepare the RFD for the year 2015-16 and upload it.
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. We have selected a Design Consultant for redesigning and upgrading the Nehru Museum.
	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. The Nehru Portal was launched on 14 th November, 2014 by Hon'ble Shri Rajnath Singh, Minister of Home Affairs.
	b) Organisations of Exhibitions	The Nehru Memorial Museum and Library will organize once in three months during the year exhibitions on the Nehru years.
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 41 Weekly Seminars, 3 Workshops, 1 Panel Discussion in Hindi, 57 Public Lectures and 1 Conference.
10.	Publications	The NMML will bring out 20 Occasional Papers in History and Society series and 10 Occasional Papers in Perspectives in Indian Development series. The third volume of the <i>Selected Works of C. Rajagopalachari</i> covering the years 1923-1925 will be published.
11.	Centre for Contemporary Studies	The NMML will ensure that all the Fellows submit their six-monthly reports on time and the final report before completing the fellowship.
12.	Digitization Project	The Digitization Project will be started initially for one year covering the archival documents and photographs. After a due process of review the project will be further extended.
13.	Nehru Learning Centre for Children and Youth	<p>During the year every month at least two of the following programmes will be conducted:</p> <ul style="list-style-type: none"> • Aao sunne Kahani / Story Hour • Storycupboard / Kitabo ka Pitara • Martin Luther King's Day

		<ul style="list-style-type: none"> • 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
14.	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

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		<ul style="list-style-type: none"> • Hands on Astronomy Workshop • Astronomy and Space Quiz • Khagol Prashnottari • Autumn Equinox • Jantar Mantar • Visualization Workshop • Children Fortnight • Winter Solstice • Sunspot Observation • 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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Mahesh Rangarajan
(HEAD OF THE NMML)

Sameer Lather
COUNTERSIGNED

(DIRECTOR OF LIBRARIES)
MINISTRY OF CULTURE

कँवर समीर लाठर/KANWAR SAMEER LATHER
निदेशक/Director
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ANNEXURE-II

**Government of India
Ministry of Culture**

**MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL
YEAR 2015-16**

S. No.	Subject	Target	Rating			
			Excellent	Very Good	Good	Poor
1	Budget / Accounts					
	Budgetary Outlay	Non-Plan – Rs.17.30 crores + Plan Rs.10 crores (to be financed from interest on Corpus)				
	Annual Report	One Report			√	
	CAG Audit	31 July 2015	√			
	Pending UCs	Two UCs	√			
	Disposal of CAG Paras	27 Paras			√	
2	Human Resource					
	Human Resource Policy	31 st January, 2015		√		
	Recruitment Rules	20 May 2015	√			
	Vacancy Position	73		√		
	DPCs	2 for MACP 3 for promotion		√		
	Vigilance Matters	4 cases		√		
	Training to Staff	2 Employees		√		

3	Legal Matters					
	Amendments to the MOA	Nil				
	Bye Laws of the Organization	Review to be undertaken by 30 June 2015		√		
	Monitoring of Court Cases	5 cases		√		
	Training to Staff	Nil				
4	Parliament Matters					
	Audited Accounts to be placed before Parliament	31.12.2015	√			
	Fulfilment of Pending Parliamentary Assurances	Nil				
	Legislative Matters	Nil				
5	General					
	Mandatory Meetings of All Committees/Sub Committees conducted on time	Two Executive Council meetings, Two Finance Committee Meetings	√			
	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				
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Kanwar Lather

Director
Joint Secretary
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