

RAMPUR RAZA LIBRARY- RAMPUR**Memorandum of understanding for the financial year 2014-15**

Memorandum of understanding between Ministry of Culture, Shastri Bhawan, New Delhi and The Rampur Raza Library, Rampur for 2014-15.

1. The agreement made this 29th day of April month 2014 between the Ministry of Culture, hereinafter called the second party.
2. Where as the Ministry of Culture have the following mandate.....

3. And where the Rampur Raza Library have the following mandate:-

The main purpose of the Library is to extend all facilities to the scholars in their researches and to ensure preservation and protection of the invaluable rich collection of rare manuscripts, books besides publishing texts of Arabic, Persian, Urdu, English and Hindi manuscripts and organising workshops, seminars, exhibitions and special lectures etc. for promotion of learning and creating awareness among the scholars. The Library has made great strides in the field of promotion of higher intellectual and cultural activities and due to its invaluable, rare treasure of thousands of manuscripts, Indo-Persian and Indo-Central Asian miniature paintings, calligraphic specimens of world- renowned Indo-Islamic calligraphers, historical documents, ancient printed books, journals and other art objects. And now, the Library has attained the status of an institution of International importance with this continuous dedication.

Purpose of the MOU

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

To achieve this, the following deliverable are required:

01. Budget/Accounts

(1) Budgetary outlay for the year 2014-15 amounting to Rs. 650.00 lakhs under Plan and Rs. 174.00 lakhs under Non-Plan for carrying out for Raza Library work. Expenditure is to be ensured.

(2) The Annual Report and Audited Account for the year 2014-15 to be prepared on time.

YES

(3) The CAG audit, if required to be done, for the year 2014-15 to be ensured. YES

(4) Pending utilization certificate for the year 2013-14

Rs. 284.00 Lakhs

Rs. 44.00 Lakhs

Rs. 37.00 Lakhs to be submitted to the Ministry.

(5) To dispose of all pending CAG audit paras and internal audit paras. YES

02. Human Resource

(1) Human Resource Policy for the organization to be framed/reviewed. YES

(2) The Recruitment Rules for all the Cadres to be framed/reviewed with the approval of the Competent Authority. YES

02. General

YES

(3) The process for filling up vacancy of HOD's to be initiated on time. YES

(4) Vacancies in other ranks in the Organization to be filled up on time, after taking stock of the vacancies for the entire year. YES

(5) All DPC's for the year and any pending DPCs to be conducted on time. YES

(6) All pending vigilance cases to be disposed off on time and as per rule. YES

(7) 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. YES

03. Legal Matters

(1) Amendments to the MoA to be carried out, if necessary with approval of Competent Authority. YES

(2) The bye-laws of the Raza Library to be framed/reviewed. YES

(3) Monitoring of the court cases to be ensured. YES

04. Parliament Matters

(1) The Audited Accounts and Annual Report for the year 2013-14 to be placed before the Parliament. YES

(2) Fulfillment of all pending Parliamentary Assurances to be ensured. YES

(3) Legislative matters, if any, to be taken up for approval of Parliament. YES

05. General

(1) Mandatory meeting of all the Committees/Sub-Committees to be convened and conducted on time. YES

(2) The performance audit of the Raza Library to be got done by an external evaluator. YES

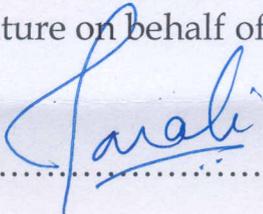
(3) Mandatory Returns and Reports for the year to be filed on time. YES

(4) Disposal of all the applications and appeals under the RTI Act, 2005 to be ensured. YES

(5) 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. YES

(6) Website to be reviewed and revamped if necessary. YES

Signature on behalf of MOC



Signature on behalf of the Raza Library



(Prof. S. M. Azizuddin Husain)
Director