

RAMPUR RAZA LIBRARY- RAMPUR

Memorandum of Understanding for the Financial Year 2022-23

Memorandum of understanding between Ministry of Culture, Shastri Bhawan, New Delhi and the Rampur Raza Library, Hamid Manzil, Qila Rampur-244901 for the Financial Year 2022-2023.

The Rampur Raza Library is an Autonomous Body, which is fully funded by the Ministry of Culture, Government of India. The Rampur Raza Library is declared to be an institution of National Importance under the Rampur Raza Library Act, 1975, No. 22 of 1975. The objectives of the institution are outlined in the Memorandum of Association/the Rule and Regulations/Bye Laws framed there under. The Governing Body of Rampur Raza Library is the main decision making body.

The agreement made this ^{27th} day of June month 2022 between the Ministry of Culture, as the first party and the Rampur Raza 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 agreement with foreign countries.

And whereas the **Rampur Raza Library (RRL)** has the following mandate:

- i. To digitize the rare manuscripts and upload on the RRL's website and Indian Culture Portal to facilitate their availability in public domain.
- ii. To encourage research based on its rare books and manuscripts and make it available on RRL's website and Indian Culture Portal to make them available to general public and researchers.

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iii. To exhibit the Library's rare collection of manuscripts, rare books.

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iv. To preserve and conserve rare books, documents, photographs, audio & video cassettes etc.

v. To create awareness about the rich repositories of RRL through lectures, seminars, workshops, exhibitions and place reports on RRL's website.

Hence, this Memorandum of Understanding (MoU).

Purpose of the MOU

1. Budget/ Accounts

i. To achieve organizational goals/targets (Annexure-1) by optimum utilization of the available funds and to ensure proper functioning of the organization in order to complete the output targets, the Budgetary outlay for the year 2022-23 amounting to Rs. 672.00 Lakhs is allocated under the Revenue of Rampur Raza Library (RRL) under the following heads:

a.	Grant in Aid General	Rs. 390.00 Lakhs
b.	Grant in Aid Salaries	Rs. 270.00 Lakhs
c.	Creation of Capital Assets	Rs. 10.00 Lakhs
d.	SAP	Rs. 2.00 Lakhs

* Activity wise physical and financial targets are shown in Annexure-II in the Activities to this Memorandum of Understanding. Monthly Expenditure Plan (MEP) and Quarterly Expenditure Plan (QEP) on the basis of activities to be carried out are prepared and are defined at Annexure-III. Moreover, Annexure-IV is prepared to monitor the month-wise deliverables report received from organization.

ii. RRL shall adhere to the time schedule prescribed under Rule 237 of GFR 2017 for submission of annual accounts and Annual Report. The Annual Report and Audited Account for the year 2021-22 will be submitted to the Ministry of Culture before 30th November 2022.

iii. The CAG audit, if required to be done, for the year 2021-22 shall be completed by the RRL on time and ensure the timely submission of approved Annual Accounts to the audit office, by 30th June 2022 to enable Audit Office to process and issue the final SARs in a timely manner and all the pending CAG audit paras shall be disposed of within time specified by CAG.

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iv. Provisional Utilization certificate and Final utilization Certificate shall be submitted by RRL to this Ministry by May, 2022 and November, 2022 respectively, for the financial year 2021-22 in the prescribed format.

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v. RRL will maximize internal resources and eventually attain self – sufficiency. To achieve this, RRL should target internal revenue generation at least 30% of the total budget of the RRL, and the physical and financial targets should be in line with this.

vi. RRL shall maintain data-base relating to grants, income, expenditure, investment, assets, employee strength etc. in the format prescribed by the Government.

vii. An external or internal peer review of RRL will be carried out every three years or five year depending on the size of the AB, in terms of GFR 229(ix) and further release of grant to RRL shall depend on the outcome of such review.

viii. RRL shall account for revenue and capital expenditure separately. RRL shall maintain and present their annual accounts/final accounts in the standard prescribed format by the Government.

ix. All interests or other earnings against GIA or advances (released to RRL) shall be mandatorily remitted to CFI, immediately after finalization of accounts. Such advances shall not be allowed to be adjusted against future release.

x. The actual expenditure by AB on the activities shall be subject to the availability of fund. While incurring the expenditure, AB shall adhere to the GFRs provisions, besides other instructions of the Government issued from time to time.

xi. RRL shall provide the gist of the physical and financial progress to this Ministry, in the prescribed format, and status report of all pending audit paras / parliamentary assurances on monthly basis; and if the above report is not received within the stipulated time, monthly grant to RRL will not be released.

2. Human Resource

i. RRL shall review/ frame its Human Resource Policy and modify the same if required with the approval of the Competent Authority by December, 2022.

ii. Vacancies in RRL are to be filled up, after taking stock of the vacancies for the entire year.

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iii. All DPC's will be conducted by the RRL within the stipulated time following the prescribed rules.

iv. All pending vigilance cases to be disposed of on time and as per rules.

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v. Training of the staff of the organization will be ensured as per staff training policy. Training policy for the staff will be worked out and submitted to the Ministry of Culture by the RRL.

vi. New Pension Scheme and related contribution towards any official under the Scheme will be done on time.

vii. RRL will prepare a citizen charter and will get it approved by 30.09.2022

3. Legal Matters

i. Any amendment with regard to Memorandum of Association/ By-laws/ Rules & regulations is to be submitted to the Ministry of Culture for consideration and approval.

ii. The RRL 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) on regular basis.

4. Parliament Matters

i. Audited Accounts and Annual Report for the year 2021-22 will be placed before the Parliament on time. The report shall be sent by RRL to Ministry of Culture by the end of November 2022.

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 and such other Parliamentary Committees, if any, will be implemented from time to time with the approval of the appropriate authorities of the RRL.

5. General

i. Mandatory meetings of all the Committees/Sub-committees to be convened and conducted on time.

ii. The Performance Audit/Peer Review shall be carried out as per GFR provisions

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contained in Chapter -9-Rule 229.

iii. Mandatory Returns and Reports for the year to be filed on time.

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- iv. Timely disposal of all the applications and appeals under the RTI Act 2005 shall be ensured. RRL shall also furnish/upload certificate/report on RTI Portal as per the extant guidelines.
- v. For disposal of public grievances/complaints, RRL shall ensure that an effective grievance redressal mechanism is a place to ensure timely disposal of public grievances/complaints received through PG Portal or any other sources within 15 days. Besides, at least one Board Meeting will be held during the year to examine all the critical/ long pending grievances and take necessary steps for their redressal.
- vi. RRL website shall be reviewed, updated and revamped from time to time as per the Government guidelines. MoA, Rules and Regulations, Service by-laws and Recruitment Rules of RRL and amendments thereof will be uploaded on the website of the organization.
- vii. RRL shall ensure compliance with the Raj Bhasha Policy as per directives received from MHA.
- viii. Assess needs for skill development and create tailored training modules.
- ix. Create online system for application and Utilization Certificates.
- x. Swacch Bharat Campaign/programmes as well as cleanliness drive shall be taken up by the RRL by promoting awareness programmes, competitions, distribution of pamphlets, hosting signage/hoardings at important locations and schools and colleges at important/ suitable locations.
- xi. The RRL shall be active on social media like Youtube/Facebook/Twitter etc. After the programme is held photographs and videos shall be uploaded immediately along with the information on the programme.
- xii. The organization will be active on the My Govt. Platform for inviting suggestions, ideas regarding its activities, during the year.
- xiii. RRL shall update the data related to bibliographic metadata and digital content on Indian Culture Portal and provide the progress report every month.
- xiv. RRL shall furnish data/information on monthly basis in the prescribed proforma set out as Annexure- IV.
- xv. RRL will upload all the requisite details on the web portal (<https://mofapp.nic.in/abpr>) of D/o Expenditure, Ministry of Finance for uploading/ updating of data on Autonomous Bodies.
- xvi. The organization shall implement the Treasury Single Account (TSA) system by the end of June, 2022.

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6. Specific issues related to the Library on which monthly status report is to be furnished and are to be linked with MEP & QEP (as per Annexure-IV)

- i. Preventive / curative conservation efforts taken up with Manuscripts and rare printed books.
- ii. Updation of bibliographic data on RRL's website/ Indian Culture Portal.
- iii. Digitization efforts in RRL with respect to Books (out of copyright), Govt. reports, Gazetteers, Research Publications, Rare Books, Manuscripts, Audio, Video, Photographs, Paintings, 3D objects including Sculptures, Artifacts, Antiquities etc.
- iv. Research Project in the area of Development of Library Movement.
- v. Procurement of Books.
- vi. Status of RTI/ Appeal.
- vii. Status of Swachhta Abhiyan.
- viii. Details of Seminars/ Symposiums/ Workshops etc. organized by RRL.
- ix. Details of awarding Tagore National Fellowship/ Scholarship and Other scholarships.
- x. Details of Publication of Books/ Journals/ Catalogues/ Research papers etc.

RRL will supply to the Ministry of Culture mid-term information in respect of achievements of the targets set out in **Annexure-I** (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 RRL, will be used to monitor the yearly performance. The RRL and the Ministry of Culture will undertake a joint review at the end of the financial year 2022-23. The funding grants to be provided to the RRL in the subsequent financial years will largely be dependent on the outcome of these joint reviews.

Timely conduct of the monthly activities to achieve monthly targets as indicated in the Annexure-II (enclosed) for the year 2022-23 shall be ensured. The Cost/expenditure shown in the Annexure- II 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 target is achieved in time, allocation of additional fund could be considered to conduct more activities. Any short fall in target may attract withdrawal/reduction in budgetary support.

Signature on behalf of MOC

Sunita

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(Under Secretary, Libraries)

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Signature on behalf of the Organization

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(Director, Rampur Raza Library)

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Director
Rampur Raza Library

Annexure-I

RAMPUR RAZA LIBRARY- RAMPUR
(Ministry of Culture, Government of India)
MEMORANDUM OF UNDERSTANDING FOR THE FINANCIAL YEAR 2022-23
WITH THE MINISTRY OF CULTURE

S.No.	Subject	Targets
1	Budgets and Accounts	
1.1	Budgetary Outlay	Rs. 672.00 lakhs Expenditure of budget is ensured
1.2	Annual Report	To be submitted on time
1.3	CAG Audit	-do-
1.4	Pending Ucs	-do-
1.5	Disposal of CAG Paras	-do-
2	Human Resources	
2.1	Human Resource Policy	To be framed by December, 2022
2.2	Vacancy position	Vacant posts are to be filled in due time
2.3	DPC	To be conducted on time as and when need arises
2.4	Training of staff	Staffs to be deputed for various training for skill development
2.5	New Pension Scheme	Contribution to be deposited on time
3	Legal Matters	
3.1	Amendments to the MOA	To be submitted to MoC for approval as and when need arises
3.2	Bye Laws of the Organization	To be uploaded every month
3.3	Monitoring of Court cases	Monitoring of all Court Cases through LIMBS
4	Parliament Matters	
4.1	Audited Accounts to be placed before Parliament	To be submitted by November, 2022
4.2	Fulfillment of pending parliamentary assurances	To be ensured within stipulated time.
4.3	Legislative Matters	To be taken up for approval of Parliament within the stipulated time
5	General	
5.1	Mandatory meetings of all committees/	Board/ F&E committee meeting to be

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Admission

	Sub-committees conducted on time	called regularly
5.2	Performance Audit of the organization by External Evaluator	To be carried out as per GFR provisions contained in Chapter -9-Rule 229
5.3	Mandatory Returns and Reports	Time Bound
5.4	Disposal of RTI applications	-do-
5.5	Disposal of Public Grievances	-do-
5.6	Website Up-gradation	Regularly
5.7	Swachh Bharat Campaign	Time bound
5.8	Social Media	To be updated regularly

ANNEXURE-III

RAMPUR RAZA LIBRARY			
FINANCIAL YEAR 2022-23 (Monthly / Quarterly Expenditure Plan – MEP/QEP)			
Quarter	Month	MEP (in Lakh)	QEP (in Lakh)
Q-1	Apr -22	51.88	160.19
	May – 22	53.21	
	Jun – 22	55.10	
Q-2	Jul – 22	54.77	163.54
	Aug – 22	55.80	
	Sept - 22	52.97	
Q-3	Oct – 22	58.73	179.12
	Nov – 22	59.38	
	Dec – 22	61.01	
Q-4	Jan – 23	56.12	169.15
	Feb – 23	59.12	
	Mar - 23	53.91	
	Total (2022-23)	672	672

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ANNEXURE- IV

Table 1 : Monthly status of Preservation / Curative Conservation w.r.t. Manuscripts & Rare Printed Books and Art objects

(i) Preventive Conservation

Item	Total No. of item in the stock of the Library	Total No. of item conserved upto last month	Total No. of item conserved during current month	Balance printed books to be conserved during current year	Remarks
Rare Printed Books					
Manuscripts					
Art Object					

(ii) Curative Conservation

Item	Total No. of item in the	Total No. of item conserved	Total No. of item conserved during	Balance printed books to be	Remarks
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	stock of the Library	upto last month	current month	conserved during current year	
Rare Printed Books					
Manuscripts					
Art Object					

(iii) Fumigation


Item	Total No. of item in the stock of the Library	Total No. of item fumigated upto last month	Total No. of item fumigated during current month	Balance item to be fumigated during current year	Remarks
Rare Printed Books					
Manuscripts					
Art Object					

Table-2: Monthly status of updation of bibliographic data on RRL's website and Indian Culture Portal

Item	Total No. of item in the Library	Metadata uploaded upto last month	Metadata uploaded during current month	Balance item for which updation is to be done during current year	Remarks
Rare Books					
Manuscripts					
Printed Books					

Table-3: Monthly status of digitization in RRL

Item	No. of item available	No. of item digitized upto last month	No. of item digitized during current month	Balance item to be digitized during the year	Item uploaded on RRL's website and Indian Culture (IC) Portal upto last month		Item uploaded during current month		Remarks
					RRL	IC	RRL	IC	
Books out of copyright									
Govt. Reports									
Gazetteers									
Research Publication									
Rare Books									


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Manuscripts									
Audio									
Video									
Photographs									
Paintings									
Sculptures									
Artefacts/ Antiquities									
Any other : please specify									

Table-4: Research Project in the area of development of library movement

Sl No	Budget	No. of Fellows/ Research Associates	Research project undertaken / Area of Research	Participating Institutions, if any	Outcome of the research project	Remarks

Table -5: Monthly status for procurement of books

Sl No.	No. of New Books/Collections/Volumes procured during the month	List of books procured	Whether bibliographic details available on RRL's website / Indian Culture Portal; if not, reasons thereof	Whether digital copy available on RRL's website / Indian Culture Portal; if not, reasons thereof	Expenditure incurred	Remarks

Table -6: Status of RTI

Sl No.	No. of RTI received	No. of RTI pending from last month	No. of RTI disposed	Pending RTI	Remarks, if any

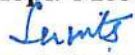
Table -7: Status of Public Grievance

Sl No.	No. of Public Grievances received	No. of Public Grievances pending from last month	No. of Public Grievances disposed	Pending Public Grievances	Remarks, if any

Table- 8: Status of SwachhtaAbhiyan

Sl No.	Name of the activity conducted for SwachhtaAbhiyan	No. of participants expected	No. of actual participants	Name of the partnering organization, if any	Remarks, if any

Table -9: Seminars/ Workshops/ Meeting / Symposiums


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ANNEXURE- II

ACTIVITY WISE WEIGHTAGE				
Sl No.	ACTIVITIES	PHYSICAL TARGET	FINANCIAL TARGET	WEIGHT AGE
GIA- General				
1	Digitization of Manuscripts/artefacts etc	130434	15	5
2	Deployment of CISF	25 X 12	222	10
3	Preservation & Conservation of collection	6250	4	5
4	Purchase of books and mss	200	1	5
5	Publication of books & mss	1142	2	5
6	Exhibitions & Book Fairs	15	2	5
7	Seminar	0	0	0
8	Lectures	4	2	5
9	Awards	0	0	0
10	Scholarships	0	0	0
11	Tagore National Fellowship/Scholarship	2 x 12	20	5
12	Maintenance of Garden & lawns	103	14	4
13	Publicity & Advt.	0	0	4
14	Office Expenses & Miscellaneous	160	38	4
15	Purchase of Furniture & Fixture	87	5	4
16	Purchase of Machinery & equipment	10	5	4
17	Remuneration of Contractual/daily wagers	27x12	60	10
	TOTAL		390	
GIA-salary				
18	Payment of salary & other Establishment expenses like, TA/DA, Pensionary benefit, medical claim, education fees, Bonus, NPS contribution etc.	42x12	270	10
	TOTAL		270	
Grants for CCA				
19	Modernization of Darbar Hall Museum	0	0	0
20	Annual Repairs of both building	15	10	5
21	Special Repairs of both building	0	0	0
	TOTAL		10	
SAP- General				
22	Swachhta Programme	12	2	5
	TOTAL		2	
23	Viewership/Readership	68243	0	5
	GRAND TOTAL		672	100

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	Activity 1					Activity 2				
	Digitization of manuscripts					Deployment of CISF Personal				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=8= 10					Weight (W)=5				
	Unit Cost (In Rs.)= Rs. 11.50					Unit Cost (In Rs.)= previous year Rs. 75308/ this year Rs. 74000/				
	Physical		Financial			Physical		Financial		
Month	Target (T) Pages	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T	Target (T) Personal	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T
Apr-22	0		0			25		18.5		
May-22	0		0			25		18.5		
Jun-22	0		0			25		18.5		
Jul-22	0					25		18.5		
Aug-22	0		0			25		18.5		
Sep-22	0		0			25		18.5		
Oct-22	30000		3.45			25		18.5		
Nov-22	30000		3.45			25		18.5		
Dec-22	20000		2.3			25		18.5		
Jan-23	20000		2.3			25		18.5		
Feb-23	30434		3.5			25		18.5		
Mar-23	0		0			25		18.5		
Total	130434		15			300		222		

No. of pages digitized in 2021-22: 277885
 Amount spent on digitization : 3636652
 Unitcost : 277885/3636652=11.50

No. of CISF personal 2021-22 : 294
 Amount paid to CISF : 22,140,793
 Unit cost : 22140793/294 75308

Justification: As per MoU of the Library with CISF,

RRL will pay their all DA/TA and other expanses as per Govt. Norms.

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	Activity 3					Activity 4				
	Preservation & Conservation of Collection					Purchase of books, MSS & rare art objects				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=6					Weight (W)=5				
	Unit Cost (In Rs.)= previous year Rs. 64/ this year Rs. 64/					Unit Cost (In Rs.)= 500				
	Physical		Financial			Physical		Financial		
Month	Target (T) Folios, paintings etc.	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T
Apr-22	0		0			0		0		
May-22	0		0			0		0		
Jun-22	500		0.32			20		0.1		
Jul-22	500		0.32			30		0.15		
Aug-22	500		0.32			20		0.1		
Sep-22	500		0.32			20		0.1		
Oct-22	1000		0.64			20		0.1		
Nov-22	1000		0.64			20		0.1		
Dec-22	1000		0.64			20		0.1		
Jan-23	500		0.32			20		0.1		
Feb-23	500		0.32			20		0.1		
Mar-23	250		0.16			10		0.05		
Total	6250		4			200		1		

No. of folios, painting etc. preserved 2021-22: 8200

Amount

525000/

Unit Cost

525000/8200=64

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No. of books purchased in 2021-22 : 93

Amount spent

: 113178

Unit cost

: 113178/93=1217

18/12

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	Activity 5					Activity 6				
	Publication of book & MSS, news letter etc					Exhibitions & Book Fairs				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=5					Weight (W)=5				
	Unit Cost (In Rs.)= 175					Unit Cost (In Rs.)= 13333				
	Physical		Financial			Physical		Financial		
Month	Target (T)	Achievement (A)	Target Rs in lakhs	Achievement	Score * W* A/T	Target (T) 15 poets	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T
Apr-22	0		0			0		0		
May-22	0		0			0		0		
Jun-22	0		0			2		0.27		
Jul-22	0		0			4		0.54		
Aug-22	0		0			0		0		
Sep-22	0		0			0		0		
Oct-22	0		0			4		0.54		
Nov-22	400		0.7			0		0		
Dec-22	0		0			2		0.26		
Jan-23	400		0.7			1		0.13		
Feb-23	342		0.6			0		0		
Mar-23	0		0			2		0.26		
Total	1142		2			15		2		

No. of published copies in 2021-22 : 1100

Amount 187340
Unit cost 187340/1100= 170

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संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Govt of India
नई दिल्ली/New Delhi

No. of exhibiton 2018-19 : 15

Amount spent on : 142695.00
Unit cost 142695/15 = 9513

Justification : The exhibition to place in RRL on the occasion of during the month of Holy Ramzan, Hindi pakhwada, Valmiki Jayanti, Mahatama Ghandhi Jayanti.

The RRL has participated in the book fair organized by Urdu Academy, Rekhta foundation, National book turst, in different cities.

15/10
Director

Rampur Library

	Activity 7					Activity 8				
	Seminar					Lecture				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=					Weight (W)=4				
	Unit Cost (In Rs.)= 0					Unit Cost (In Rs.)= 50,000				
	Physical		Financial			Physical		Financial		
Month	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T	Target (T) 20 poets	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T
Apr-22	0		0			0		0		
May-22	0		0			0		0		
Jun-22	0		0			0		0		
Jul-22	0		0			0		0		
Aug-22	0		0			1		0.5		
Sep-22	0		0			0		0		
Oct-22	0		0			0		0		
Nov-22	0		0			1		0.5		
Dec-22	0		0			0		0		
Jan-23	0		0			1		0.5		
Feb-23	0		0			0		0		
Mar-23	0		0			1		0.5		
Total	0		0			4		2		

No. of No. of seminar 2018-19 : 3

Amount Amount spent on Seminar : 1009527

Unit cost 1009527/3= 336509

Justification :

An amount of Rs. 4.00 lakhs as estimated unit cost which includes honourarium, accommodation, TA in respect of approx. 40 participants and also lunch/refreshment to audience, banner invitation cards, postage, vehicle hiring, advertisement etc.

Due to corona pandemic this activity hold for next Financial year

No. of Lecture 2019-20 : 3

Amount spent : 118632

Unit cost 118632/3= 39544

Justification :

Rampur Raza Library will organize extension lecture on history, culture, Literature and communal Harmony etc.

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भारत सरकार/Govt. of India
नई दिल्ली/New Delhi.

Abbas
Director
Rampur Raza Library
Abbas

	Activity 11					Activity 12				
	Tagore National Fellowship/Scholarship					Maintenance of Garden & Lawns				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=5					Weight (W)=4				
	Unit Cost (In Rs.)= 83333					unit cost=13592				
	Physical		Financial			Physical		Financial		
Month	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T
Apr-22	2		1.65			8		1.08		
May-22	2		1.65			8		1.08		
Jun-22	2		1.7			8		1.08		
Jul-22	2		1.65			8		1.08		
Aug-22	2		1.65			8		1.08		
Sep-22	2		1.7			9		1.2		
Oct-22	2		1.65			9		1.2		
Nov-22	2		1.65			10		1.35		
Dec-22	2		1.7			8		1.1		
Jan-23	2		1.65			9		1.25		
Feb-23	2		1.65			9		1.25		
Mar-23	2		1.7			9		1.25		
Total	24		20			103		14		

No. of Fellowship : 11
Amount spent : 1260000
Unit Cost : 1260000/11 = 114545.45

No. of labour : 2021-22 : 84
Amount spend : 1108363
Unit cost : 1108363/84=13195

Justification:

The Tagore National Fellowship for Cultural Research (TNFCR) was introduced with a view to invigorate and revitalize various institutions under the Ministry of Culture (MoC) and other identified cultural institutions in the country.

The Rampur Raza Library is a participating Institution of TNFCR for the batch 2018-19 two Research Scholar were selected for Tagore Fellowship, one for Fellowship and one for Scholarship.

1 Fellowship : Rs. 80000/- per month

Justification: Due to increase rate of labour.

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संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Govt of India

15/12
Director
Rampur Raza Library
Ali

	Activity 13					Activity 14				
	Publicity & advt.					Office Expenses and Miscellaneous				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=4					Weight (W)=4				
	Unit Cost (In Rs.)= 0					Unit Cost (In Rs.)= 23750				
	Physical		Financial		Score *	Physical		Financial		Score *
	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement		Target water/fuel/ electricity	Achievement (A)	Target Rs. In lakhs	Achievement	
					W* A/T					W* A/T
Apr-22	0		0			10		2.375		
May-22	0		0			10		2.375		
Jun-22	0		0			12		2.85		
Jul-22	0		0			14		3.325		
Aug-22	0		0			14		3.325		
Sep-22	0		0			12		2.85		
Oct-22	0		0			14		3.325		
Nov-22	0		0			14		3.325		
Dec-22	0		0			14		3.325		
Jan-23	0		0			16		3.8		
Feb-23	0		0			14		3.325		
Mar-23	0		0			16		3.8		
Total	0		0			160		38		

No. of advertisement in 2019-20 : 50

Amount : 118508
 Amount spent : 118508
 Unit cost : 118508/50=2370

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 सुनील/SUNIL
 सचिव/Min. Secy
 संस्कृति, भारत सरकार/Min. Secy of Culture
 भारत सरकार/Govt. of India
 नई दिल्ली

No. of OE in 2021-22 : 135
 Amount spent : 2525581
 Unit cost : 2525581/135= 23841

Justification : An amount of Rs. 0.24 lakhs as unit cost which includes Postate, Telephone, Electricity & water charges, Running & maint. Of machines, generator, staff car, meeting expenditure, TA/DA, National Functions & equipments, News papers & periodicals, printing & stationery, Hospitality to guests & VIP's, Legal & professional charges, Board & sub-committee meetings, Auditors remuneration etc.

Director
 Director
 Rampur Raza Library
 15/11

	Activity 19					Activity 20					Activity 21				
	Modernization of Darbar Hall Museum					Annual Repair of both buildings					Special Repair of both buildings				
	Object Head : 2202.00.105.12.01.35					Object Head : 2202.00.105.12.01.35					Object Head : 2202.00.105.12.01.35				
	Weight (W)=0					Weight (W)=5					Weight (W)=0				
	Unit Cost (In Rs.)= 0					Unit Cost (In Rs.)= 66667					Unit Cost (In Rs.)= 0				
	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T
Apr-22	0		0			0		0			0		0		
May-22	0		0			2		1.33			0		0		
Jun-22	0		0			0		0			0		0		
Jul-22	0		0			2		1.33			0		0		
Aug-22	0		0			3		2			0		0		
Sep-22	0		0			0		0			0		0		
Oct-22	0		0			0		0			0		0		
Nov-22	0		0			2		1.34			0		0		
Dec-22	0		0			3		2			0		0		
Jan-23	0		0			0		0			0		0		
Feb-23	0		0			3		2			0		0		
Mar-23	0		0			0		0			0		0		
Total	0		0			15		10			0		0		

Justification:

This is a scheme approved by the Library Board. Special

Schowcases for antiquities will be purchased. An amount of

Rs. 1.25 lakh as estimated unit cost is based on estimate received from National Museum as per GFR 2017.

No. of repairs in 2019-20 : 06

Amount Spent : 4077815

Unit cost 4077815/ 6=679635

Justification:-

Library is housed in old heritage building which requires repairs

No. of Special repairs in 2019-20 : 3

Amount spent on repairs 251757

Unit cost 251757 /3=83919

Justification

Two historical palaces of Raza Library namely Hamid Manzil and Rang Mahal are heritage buildings of importance. There is need special work and it is approved by the RRLB, as under :

- 1- Rain water harvesting system in Hamid Manzil.
- 2- Restoration of main burj of Hamid Manzil.
- 3- Recontration of boundary wall of Hamid Manzil

Sunmits

सुनीता/SUNITA

अवर सचिव/Under Secretary
संस्कृति विभाग/Ministry of Culture
भारत सरकार/Govt of India
आर. राधा कृष्णन श्री.

Director
Rampur Raza Library

Abul

	Activity 15					Activity 16				
	Purchase of Furniture & Fixture					Purchase of Machinery & equipments				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=4					Weight (W)=4				
	Unit Cost (In Rs.)= 5748					Unit Cost (In Rs.)= 50000				
	Physical		Financial			Physical		Financial		
	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T
Apr-22	0		0			0		0		
May-22	0		0			0		0		
Jun-22	0		0			5		2.5		
Jul-22	0		0			0		0		
Aug-22	10 Table for Scholar		1			0		0		
Sep-22	0		0			0		0		
Oct-22	60 chair for seminar Hall		2			0		0		
Nov-22	0		0			0		0		
Dec-22	10 Almirah for Scholar		1.2			5		2.5		
Jan-23	0		0			0		0		
Feb-23	0		0			0		0		
Mar-23	7 Racks		0.8			0		0		
Total	87		5			10		5		

No. of furniture in 201 2019-20

10

Amount Spent :

93570

Unit cost

93570/10=9357

Justification :- Expenditure will be incurred as per

GFR 2017.

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नई दिल्ली New Delhi

No. of Purchase of Machinery & equipment in 2021-22

7

Amount spent

: 380516

Unit cost

: 380516/7=54359

Justification :- Expenditure will be incurred as per

GFR 2017.

13/12
Director
Rampur Raza Library
AC

	Activity 17					Activity 18				
	Payment of Remuneration of Contractual/Daily wagers					Payment of Salary & other establishment expenses like TA/DA, Pensionary benefit, Medical claim, CEA,NPS contribution etc (42 persons)				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.36				
	Weight (W)=10					Weight (W)=10				
	Unit Cost (In Rs.)= 18518					Unit Cost (In Rs.)= 53571				
	Physical		Financial		Score *	Physical		Financial		Score *
Month	Target (T)	Achievement (A)	Target Rs.	Achievement		Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	
Apr-22	27		5			42		22.5		
May-22	27		5			42		22.5		
Jun-22	27		5			do		22.5		
Jul-22	27		5			do		22.5		
Aug-22	27		5			do		22.5		
Sep-22	27		5			do		22.5		
Oct-22	27		5			do		22.5		
Nov-22	27		5			do		22.5		
Dec-22	27		5			do		22.5		
Jan-23	27		5			do		22.5		
Feb-23	27		5			do		22.5		
Mar-23	27		5			do		22.5		
Total	324		60			504		270		

No. of Contractual/daily wagers

324

Amount spent during : 2021-22

5900760

Unit cost

5900760/324=18212

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संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Govt of India
नई दिल्ली/New Delhi

[Signature]
Director
Rampur Raza Library
[Signature]

	Activity 9					Activity 10				
	Awards					Scholarship				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=					Weight (W)=				
	Unit Cost (In Rs.)=					Unit Cost (In Rs.)=				
	Physical		Financial		Score *	Physical		Financial		Score *
Month	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement		Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	
Apr-22	0		0			0		0		
May-22	0		0			0		0		
Jun-22	0		0			0		0		
Jul-22	0		0			0		0		
Aug-22	0		0			0		0		
Sep-22	0		0			0		0		
Oct-22	0		0			0		0		
Nov-22	0		0			0		0		
Dec-22	0		0			0		0		
Jan-23	0		0			0		0		
Feb-23	0		0			0		0		
Mar-23	0		0			0		0		
Total	0		0			0		0		

No. of Awards 2019-20 : 03

Amount spent on Awards 2019-20 : 3

Unit cost : 503997

Justification : This activity : 503997/3=167997

by the RRLB. The details are given as under :-

- 1- Nawab Faizullah Khan Award- Rs. 111000/-
- 2- Nawab Raza Ali Khan Award - Rs. 111000/-
- 3- Munshi Naval Kishor Award - Rs. 100000/-
- 4- Mau. Mod. Ali Jauhar Award (Sr.)- Rs. 100000/-
- 5- Mau. Mod. Ali Jauhar Award (jr.)- Rs. 50000/-

The Award Ceremony function will be organized at Rajbhawan Lucknow so TA/DA and other expenditure will meet out.

#Due to corona pandemic this activity hold for next Financial year

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संस्कृति, पर्यटन/Ministry of Culture
भारत, रायपुर/Rajpur
दि. 12 अक्टूबर 2023

No. of Scholarship in 2019-20 : 35

Amount spent : 630000

Unit cost : 630000/35=18000

Justification : This scheme has already been approved

by the RRLB. The details are given as under :-

- 1- Parsian Scholarship- Rs. 18000/- per month
- 2- Arabic Scholarship - Rs. 18000/- per month
- 3- Sanskrit Scholarship - Rs. 18000/- per month
- 4- Urdu Scholarship - Rs. 18000/- per month

#Due to corona pandemic this activity hold for next Financial year

Director
Rampur Raza Library

	Activity 22					Activity 23				
	SAP					Viewership/Readership				
	Object Head : 2205.00.105.12.01.31					Object Head : 2205.00.105.12.01.31				
	Weight (W)=3					Weight (W)=5				
	Unit Cost (In Rs.)=16,666									
	Physical		Financial		Score *	Physical		Financial		Score *
Month	Target (T) per word	Achievem ent (A)	Target Rs. In lakhs	Achievem ent		Target (T) per word	Achievem ent (A)	Target Rs. In lakhs	Achievement	
					W* A/T					W* A/T
Apr-22	0		0			2826		0		
May-22	0		0			0		0		
Jun-22	0		0			3730		0		
Jul-22	3		0.5			3927		Nil		
Aug-22	0		0			5670		Nil		
Sep-22	3		0.5			5699		Nil		
Oct-22	0		0			6085		Nil		
Nov-22	3		0.5			8880		Nil		
Dec-22	0		0			6565		Nil		
Jan-23	0		0			7613		Nil		
Feb-23	3		0.5			8058		Nil		
Mar-23	0		0			9190		Nil		
Total	12		2			68243		Nil		

Justification :

Details of activities/initiative to be undertaken under SAP as below :

- 1- Senetization of both buildings.
- 2- Cleaning of terrace of both buildings.
- 3- Removal of malba from the top tarrace of both buildings.
- 4- Displaying Banners/posters/slogans/massages.
- 5- Cleaning of 30 Rooms of both buildings.

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संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Govt of India
नई दिल्ली/New Delhi.

15/11
Director
Rampur Raza Library
Abdus

	DTH Content					Village Coverage				
	Weight (W)					Weight (W)				
	Content Creation		Content			Content Creation		Content		
Month	Target (T)	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T	Target (T) per word	Achievement (A)	Target Rs. In lakhs	Achievement	Score * W* A/T
Apr-22	Nil		Nil			Nil		Nil		
May-22	Nil		Nil			Nil		Nil		
Jun-22	Nil		Nil			Nil		Nil		
Jul-22	Nil		Nil			Nil		Nil		
Aug-22	Nil		Nil			Nil		Nil		
Sep-22	Nil		Nil			Nil		Nil		
Oct-22	Nil		Nil			Nil		Nil		
Nov-22	Nil		Nil			Nil		Nil		
Dec-22	Nil		Nil			Nil		Nil		
Jan-23	Nil		Nil			Nil		Nil		
Feb-23	Nil		Nil			Nil		Nil		
Mar-23	Nil		Nil			Nil		Nil		
Total	Nil		Nil			Nil		Nil		

Sunita

सुनीता/SUNITA
अवर सचिव/Under Secretary
संस्कृति विभाग/Ministry of Culture
भारत सरकार/Govt. of India
नई दिल्ली/New Delhi

15/11

Director
Kampus Raza Library
Abad

RAMPUR RAZA LIBRARY, RAMPUR						
Month	Sum of physical Target	Sum of physical Achievement	Sum of Financial Target	Sum of Financial Achievement	Internal Resource Generation	Actual Financial Assistance needed
			A	B	C	D
						(D=A-C)
Apr-22	62		51.88		0	51.88
May-22	64		53.21		0	53.21
Jun-22	589		55.1		0.25	54.85
Jul-22	601		54.77		0.22	54.55
Aug-22	596		55.8		0.2	55.6
Sep-22	586		52.97		0.2	52.77
Oct-22	31147		58.73		0	58.73
Nov-22	31490		59.38		0.24	59.14
Dec-22	21102		61.01		0.2	60.81
Jan-23	20985		56.12		0.25	55.87
Feb-23	31365		59.12		0.12	59
Mar-23	333		53.91		0.25	53.66
Total	138920		672		1.93	670.07

Sunitha

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अवर सचिव/Under Secretary
संस्कृति मंत्रालय/Ministry of Culture
भारत सरकार/Govt. of India
New Delhi

18/11
Director
Rampur Raza Library
Abdul