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Raja Rammohun Roy Library Foundation, Kolkata

Memorandum of Understanding for the Financial Year 2018-2019

Memorandum of Understanding between Ministry of Culture (MoC), Shastri Bhawan, New Delhi and Raja Rammohun Roy Library Foundation (RRRLF), Kolkata for the Financial Year 2018-19

1. This agreement made on 15th day of June, month 2018 between the Ministry of Culture (MoC), Government of India as the first party and Raja Rammohun Roy Library Foundation (RRRLF), Kolkata an organization under the Ministry of Culture hereinafter called the Second Party.
2. 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.
3. And whereas the Raja Rammohun Roy Library Foundation (RRRLF) have the following mandate :
 - a) To plan and carry out activities for the promotion of public libraries in the country;
 - b) To implement various Matching and Non-matching Schemes in collaboration with the State Governments and Union Territory Administrations through the State Library Committee/State Library Planning Committee for development of Public Library services throughout the country;
 - c) Respond and work to address challenging problems in the field of public libraries;
 - d) To act as a nodal agency for the National Mission on Libraries (NML) for Administrative, Logistic, Planning and Budgeting purposes;
 - e) To implement following three(3) projects of National Mission on Libraries (NML) :
 - i) Upgradation of existing libraries and setting-up of Model Libraries and libraries under the Ministry of Culture, Govt. of India

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Under Secretary
Ministry of Culture
New Delhi

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- II) Capacity Building.
 - III) Quantitative and Qualitative survey of libraries.

Purpose of the MOU

To achieve the organizational goals by optimum use of the funds available and proper functioning of the organization so as to complete the output targets.

To achieve this, the following are the deliverables:

Budget / Accounts

- (i) Budgetary outlay for the year 2018-19 amounting to Rs.5129.06 lakh including North Eastern Region for Rs.650.00 lakhs, Tribal Sub-Plan for Rs.250.00 lakhs and SAP Rs.11.25 lakhs has been allotted to RRRLF for carrying out organisational work. While incurring the expenditure, requisite approval of concerned GC/EB/FC or MoC as the case may be, will have to be obtained before executing the work. Budget will be based on the Principle of Zero-based budgeting. Expenditure is to be ensured. The Grant-in-Aid is dependent on the RRRLF'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) RRRLF shall submit the Annual Report and Audited Accounts for the year 2017-18 to the Ministry of Culture before 30th November 2018.
- (iii) The CAG audit, if required to be done, for the year 2017-18 shall be completed by RRRLF by September 2018.
- (iv) Provisional utilization certificate shall be submitted to the Ministry by May 2018 and final utilization certificate by November 2018 for the financial year 2017-18. Further, for the financial year 2018-19, monthly provisional certificate has to be submitted before seeking the next month grants.
- (v) All pending CAG audit paras and internal audit paras shall be disposed off in a time bound manner.
- (vi) To ensure the following on the basis of principal of zero-based budgeting along with activity projection as in Annexure-IV:
 - 1) Month-wise physical and financial target.
 - 2) Total percentage of Plan expenditure to be met by internal revenue generation by each organization.
 - 3) Unit-wise cost of activities.
 - 4) Impact assessment and readership/viewership target.

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- (vii) Governing Body of the Raja Rammohun Roy Library Foundation shall review user charges/source of internal revenue generation at least once in a year; and this exercise should preferably be completed by the month of September every year.
 - (viii) Raja Rammohun Roy Library Foundation shall maintain data-base relating to grants, income, expenditure, investment, assets and employee strength etc in the format prescribed by the Government.
 - (ix) Raja Rammohun Roy Library Foundation shall designate an appropriate level officer to render financial advice whose concurrence should be obtained for sanction and incurring expenditure.
 - (x) An external or internal peer review of the Raja Rammohun Roy Library Foundation 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 Raja Rammohun Roy Library Foundation shall depend on the outcome of such review.
 - (xi) Performance parameters, output targets in term of details of program work and qualitative improvement in output, along with commensurate input requirements should clearly be spelled out in the MOU. Further, the output targets, given in measurable units of performance should form the basis of budgetary support extended to the Raja Rammohun Roy Library Foundation. The roadmap for improved performance with clear milestones should form part of the MOU
 - (xii) Raja Rammohun Roy Library Foundation shall account for revenue and capital expenditure separately. Raja Rammohun Roy Library Foundation shall maintain and present their annual accounts/final accounts in the standard prescribed format by the Government.
 - (xiii) While seeking grants from the Ministry, the Raja Rammohun Roy Library Foundation shall provide the information in the prescribed format by the IFD and the Administrative Division shall process the proposal on quarterly basis indicating the month-wise proposed release amount during the quarter. However, the Administrative Division will release the concurred amount on monthly basis.
 - (xiv) All interests or other earnings against GIA or advances (released to RRRLF) shall be mandatorily remitted to CFI, immediately after finalization of accounts. Such advances shall not be allowed to be adjusted against future release.
 - (xv) Raja Rammohun Roy Library Foundation should takes advantage of the pension or gratuity schemes or group insurance schemes or house building loan schemes or vehicle loan schemes etc available in the market for employees instead of undertaking liability own their own or Government account.

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(xvi) Raja Rammohun Roy Library Foundation shall adhere to the time schedule prescribed under Rule 237 of GFR 2017 for submission of annual accounts and Annual Report.

(xvii) Raja Rammohun Roy Library Foundation shall submit UC in the prescribed format along with the reports regarding performance/targets achieved, outcome, etc in accordance with new UC format (GFR12-A). The UC shall disclose separately the annual expenditure incurred and the funds given to suppliers of stores and assets, to construction agencies, to staff for (HBA and Purchase of conveyance) which do not constitute expenditure at that stage but have been met out of Grants and are pending for adjustments. These shall be treated as unutilized grant allowed to be carried forward.

(xviii) The Raja Rammohun Roy Library Foundation will maximize internal resources and eventually attain self-sufficiency. To achieve this, the AB should target internal revenue generation at least 30% of the total budget of the Raja Rammohun Roy Library Foundation, and accordingly the physical and financial targets should be in line with this

(xix) The actual expenditure by Raja Rammohun Roy Library Foundation on the activities shall be subject to the availability of fund. While incurring the expenditure, Raja Rammohun Roy Library Foundation shall adhere to the GFRs provisions besides other instructions of the Government issued from time to time.

1. Human Resource

(i) RRRLF shall review/frame its Human Resource Policy and modify the same, if required with the approval of the Competent Authority by December 2018.

(ii) The Recruitment Rules for all the Cadres shall be framed/ reviewed with the approval of the Competent Authority. The process has to be completed by December 2018.

(iii) Vacancies in the Organization will be filled up on time, after taking stock of the vacancies for the entire year.

(iv) The AC Committee discussed the acute shortage of manpower in RRRLF and decided that RRRLF may engage LIS Intern, Consultant and LIS Young Professionals to cope up with the works.

(v) Vacancy position shall be reviewed by the Executive Committee/Council of the organization quarterly as set out in Annexure-III.

(vi) All DPCs will be conducted by Raja Rammohun Roy Library Foundation within the stipulated time following the prescribed rules.

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(vii) All pending vigilance cases, if any, shall be disposed off in a time bound manner as per rules.

(viii) Training of the staff of the organization will be ensured as per the Staff Training Policy. The RRRLF will assess needs for skill development and create tailored training modules.

RRRLF has been entrusted by the Ministry of Culture to organize Capacity Building Programmes (CBP) of NML for skill upgradation of the public library personnel in various parts of the country in collaboration with the Universities and Other Educational Institutions. 700+ library personnel will be trained under Capacity Building Programme during 2018-19.

(ix) New Pension Scheme (if applicable) and related contribution towards any official under the Scheme will be done on time.

(x) Verification of appointments made during the last 5-6 years has to be carried out by the RRRLF. This process has to be completed by November 2018.

2. Legal Matters

(i) Amendments to the Memorandum of Association to be carried out, if necessary, with the approval of Competent Authority. Amendment has since been done.

(ii) The bye-laws of the organisation shall be framed/ reviewed and requisite amendments made as per the prescribed guidelines by November 2018 with the approval of the Competent Authority.

(iii) The RRRLF 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) by June 2018. The information will be kept up to date.

(iv) The organization will utilize the online court case monitoring software developed by NIC for regularly monitoring its ongoing court cases during the year.

3. Parliament Matters

(i) The Audited Accounts and Annual Report for the year 2017-18 will be placed before the Parliament on time. The report shall be sent by the RRRLF to Ministry of Culture before end of November 2018.

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- (ii) Fulfilment 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 RRRLF.

4. Innovative Subjects/Projects

5a) RRRLF New Initiatives:

- i) The Ministry of Culture, Govt. of India vide letter No.F.3-10/2016-Lib. dated 8th November, 2016 advised to consider incorporating specific and innovative activities in regard to 'Swachh Bharat Mission', 'Beti Bachao Beti Padhao' and 'Digital India Programme'.

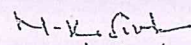
RRRLF proposes to introduce new Matching and Non-Matching schemes which will be operational from this year subject to approval of the Competent Authority of the Foundation. Budgetary provision has not been made for this purpose.

- ii) Every year RRRLF will organize Library Week full of programs, quizzes, competitions, lecture on Cleanliness, Health and Hygiene in order to highlight the presence of the library.
- iii) Like Rampur Raza Library, RRRLF can also institute awards for best publications in different languages.
- iv) Exhibition of Rare Books.
- v) RRRLF will organise series of Lectures for example 1) By handwriting analyst, 2) By eminent personalities on religion, literature and culture.
- vi) RRRLF will conduct an exhibition of the books on freedom fighters.
- vii) To construct separate accessible toilet for men & women in 50 public libraries (under SAP) in the country during the year 2018-19 subject to allocation of a special fund for the purpose.

5b) RRRLF New Initiatives: (Joint Secretary (Libraries), MOC, GOI in AC Meeting 102nd suggested the following):

- (i) RRRLF should convene "Secretaries/ Directors/ State Library Conveners Conference". RRRLF propose to do during October-November 2018.

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 18/10/18
 Joint Secretary / Under Secretary
 Ministry of Culture
 Govt. of India
 New Delhi - 110001

- (ii) The libraries should be developed as hub of Community Activity Centres. Promotion of various types of knowledge based programmes and workshops involving children, senior citizens etc. should be undertaken suggested.
- (iii) RRRLF should make available the data pertaining to the beneficiary libraries online through National Virtual Library of India. The beneficiary libraries would be encouraged to submit online feedback for monitoring of the activities.
- (iv) RRRLF should take new projects (like Digitization/ Preservation etc.) for which MOC may be approached for the additional fund.
- (v) RRRLF may support for digital initiatives.
- (vi) RRRLF should promote private libraries also.
- (vii) RRRLF should simplify its application procedure/ forms etc.
 - a. Application may be made online.
 - b. Form should be made more user friendly.
 - c. If not necessary the form may be entertained without the intervention of the State Government.
 - d. Self attestation may be treated as sufficient in some cases.
 - e. A small committee may be constituted to scrutinise and finalise the application forms and process. Till then the existing application forms/ process shall be continued.

5. General

- (i) Mandatory meetings of all the Committees/Sub-Committees will be convened and conducted on time.
- (ii) The Performance Audit/Peer Review shall be carried out as per GFR provisions contained in Chapter-9 Rule 208(v).
- (iii) Mandatory Returns and Reports for the year will be filed on time.
- (iv) Timely disposal of all the applications and appeals under the RTI Act 2005 shall be ensured. RRRLF shall also furnish/upload certificate/report on RTI Portal as the extant guidelines.
- (v) For disposal of public grievances/complaints, RRRLF shall ensure that an effective grievance redressal mechanism is in place to ensure timely disposal of public grievances/complaints received through PG Portal or any other sources within 15 days.
- (vi) RRRLF's 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 and

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amendments thereof of the organization will be uploaded on the website of the organization.

- (vii) RRRLF 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 Certificate
- (x) Swachh Bharat Campaign/programmes as well as cleanliness drive shall be taken up by RRRLF by promoting awareness programmes, distribution of pamphlets, hosting signage/hoardings at important locations.
- (xi) RRRLF 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 Gov. Platform* for inviting suggestions, ideas regarding its activities, during the year.

The RRRLF 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. The information, together with the Annual Reports and Audited Accounts and any further reports/documents prepared in relation to the progress and development of the Raja RRRLF, will be used to monitor the yearly performance. The RRRLF and the Ministry of Culture will undertake a joint review at the end of the Financial year 2018-19. The funding grants to be provided to the RRRLF in the subsequent financial year 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-IV (enclosed) for the year 2018-19 shall be ensured. The cost/expenditure shown in the Annexure-IV 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 2017 provisions besides adherence to the economy measures as issued by Ministry of Finance from time to time.

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If physical targets are 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

Signature on behalf of the Organisation
RAJA RAMMOHUN ROY LIBRARY FOUNDATION

M. K. Singh
12.1.18
(Designation) Secretary
अवधि / अवधि
संस्कृति मंत्रालय / Ministry of Culture -
भारत सरकार / Govt. of India
नई दिल्ली / New Delhi-110001

(Dr. Arun Kumar Chakraborty)
Director General, RRRLF

Activity wise Weight Chart

S. No.	Activity	Physical Target	Financial Target (Rs. in lakhs)	Weight
1.	Book Purchase under Matching Scheme	8837	1506.18	47
2.	Assistance towards Storage of Books Under Matching Scheme	1354	311.42	5
3.	Assistance towards Construction of Library Building Under Matching Scheme	47	307.38	8
4.	Assistance towards Procurement of TV-cum-VCP and Computer with Accessories under Matching Scheme	505	232.30	12
5.	Assistance towards Organization of Seminar, Courses and Book exhibition under Matching Scheme	76	72.20	3
6.	Assistance towards Organization of Mobile Library under Matching Scheme	5	1.55	0.10
7.	Assistance to Libraries under Non-Matching Schemes	380	665.00	21
8.	Salary	780	489.06	0.07
9.	North-Eastern Region	2097	650.00	0.09
10.	Tribal Sub-Plan	64	250.00	0.09
11.	Publication & Publicity	2000	4.00	0.05
12.	Capital Creation (Building, Furniture & Fixture, Computer, Electrical Installation, Staff Car)	11	25.00	0.45
13.	Establishment Expenses, Administrative Expenses and Pension & DCRG	53	599.96	3
14.	Swachhta Action Plan	10	15.00	0.15
	TOTAL		5129.05	100.00

M. K. Singh

अवर सचिव / Under Secretary
संस्कृति मंत्रालय / Ministry of Culture
भारत सरकार / Govt. of India
नई दिल्ली / New Delhi-110001

31 Grants-in-aid-General						31 Grants-in-aid-General					
Activity : Book Purchase Under Matching Scheme						Activity : Assistance towards Storage of Books Under Matching Scheme					
Weight (W) = 47						Weight (W) = 5					
Unit Cost (in Rs.) = 2387.64/14136 = 0.17 Lakh						Unit Cost (in Rs.) = 300.07/1288 = 0.23 Lakh					
Physical			Financial			Physical			Financial		
Month	Target (T) : Number of Library Assisted	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)		Month	Target (T) : Number of Library Assisted	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	Score = W*(A/T)
Apr-18	98		16.66			Apr-18	30		6.90		
May-18	220		37.40			May-18	30		6.90		
Jun-18	320		54.40			Jun-18	65		14.95		
Jul-18	501		85.17			Jul-18	65		14.95		
Aug-18	850		144.50			Aug-18	65		32.89		
Sep-18	930		158.10			Sep-18	143		74.75		
Oct-18	1250		212.50			Oct-18	325		14.95		
Nov-18	800		136.00			Nov-18	65		23.00		
Dec-18	700		119.00			Dec-18	100		26.45		
Jan-19	937		159.29			Jan-19	115		32.43		
Feb-19	955		162.35			Feb-19	141		48.30		
Mar-19	1276		220.81			Mar-19	210				
Total	8837		1506.18			Total	1354		311.42		

N.B. 1 Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 / no of libraries assisted for State Level Book Selection and supplied to Libraries in each State/UT.

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 / no of libraries assisted.
2. Average price of items supplied for libraries vary widely due to specifications, Rates Items covered under the scheme e.g. Reading Table & Chair, Almirah, Rack, Desrt Cooler, Other Library Equipments required for reader service etc

उत्तराखण्ड / Under Secretary
सांस्कृतिक विभाग / Ministry of Culture
गुवाहाटी / Govt. of India
राज्य भवन / New Delhi-110001

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31 Grants-in-aid-General						31 Grants-in-aid-General					
Activity : Assistance towards Construction of Library Building Under Matching Scheme						Activity : Assistance towards Procurement of TV-cum-VCR and Computer with Accessories Under Matching Scheme					
Weight (W) = 8						Weight (W) = 12					
Unit Cost (in Rs.) = 281.38/43 = 6.54 Lakh						Unit Cost (in Rs.) = 505.61/1102 = 0.46 Lakh					
Physical			Financial			Physical			Financial		
Month	Target (T) : Number of Library Assisted	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	Score = W*(A/T)	Month	Target (T) : Number of Library Assisted	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	Score = W*(A/T)
Apr-18	2		13.08			Apr-18	16		7.36		
May-18	2		13.08			May-18	26		11.96		
Jun-18	3		19.62			Jun-18	21		9.66		
Jul-18	3		19.62			Jul-18	21		9.66		
Aug-18	3		19.62			Aug-18	35		16.10		
Sep-18	3		19.62			Sep-18	35		16.10		
Oct-18	4		26.16			Oct-18	35		16.10		
Sep-18	4		26.16			Nov-18	55		25.30		
Oct-18	5		32.70			Dec-18	55		25.30		
Nov-18	5		32.70			Jan-19	65		29.90		
Dec-18	5		32.70			Feb-19	67		30.82		
Jan-19	5		32.70			Mar-19	74		34.04		
Feb-19	5		32.70								
Mar-19	5		32.70								
Total	47		307.38			Total	505		232.30		

1. Unit Cost has been calculated on the basis of average assistance per library (1st/2nd installment) for 2017-18 i.e. Expenditure 2017-18 / no of libraries assisted
2. Average price vary widely due to Construction/ Renovation cost of the Library Building e.g. Design, Size, PWD rates etc. Cost for Rural, Town, District and State Central Libraries also different as per rules of the Scheme.

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 / no of libraries assisted
2. Average price of items supplied for libraries vary widely due to specifications, Rates, Items covered under the scheme e.g. Computer, Printer, Server, Software, Retro Conversion, LAN, Barcode Reader/Printer etc.

31 Grants-in-aid-General
 Under Secretary
 Ministry of Culture
 Government of India
 New Delhi-110001

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31 Grants-in-aid-General						31 Grants-in-aid-General					
Activity : Assistance towards Organisation of Seminar, Courses and Book exhibition Under Matching Scheme						Activity : Assistance towards Organisation of Mobile Library Under Matching Scheme					
Unit Cost (in Rs.) = 60.81/64 = 0.95 Lakh						Unit Cost (in Rs.) = 0.31/1 = 0.31 Lakh					
Weight (W) = 3						Weight (W) = 0.10					
Physical			Financial			Physical			Financial		
Month	Target (T) : Number of Library Assisted	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	Score = W*(A/T)	Month	Target (T) : Number of Library Assisted	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	Score = W*(A/T)
Apr-18	2		1.90			Apr-18	0		0.00		
May-18	3		2.85			May-18	0		0.00		
Jun-18	5		4.75			Jun-18	0		0.00		
Jul-18	5		4.75			Jul-18	0		0.00		
Aug-18	5		4.75			Aug-18	1		0.31		
Sep-18	7		6.65			Sep-18	1		0.31		
Oct-18	8		7.60			Oct-18	0		0.00		
Nov-18	8		7.60			Nov-18	0		0.00		
Dec-18	8		7.60			Dec-18	1		0.31		
Jan-19	9		8.55			Jan-19	1		0.31		
Feb-19	8		7.60			Feb-19	1		0.31		
Mar-19	8		7.60			Mar-19	1		0.31		
Total	76		72.20			Total	5		1.55		

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. 1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 Expenditure/ no of libraries assisted.
2. Average price of items supplied for libraries vary widely due to Rates, Items covered under the scheme e.g. Mobile Van, Bopks, storage van, Karriage, equipment, Loud Speaker etc

1-1-18

सह सचिव / Under Secretary
संस्कृत विभाग / Ministry of Culture
नया दिल्ली / Govt. of India
नया दिल्ली / New Delhi-110001

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31 Grants-in-aid-General					36 Grants-in-aid-Salaries					
Activity : Assistance to Libraries under Non-Matching Schemes					Activity : Salary					
Weight (W) = 21					Weight (W) = 0.07					
Unit Cost (in Rs.) = 1280.38/733 = 1.75 Lakh					Unit Cost (in Rs.) = 489.06/(65*12) = 0.627 Lakh					
	Physical		Financial		Score = W*(A/T)	Physical		Financial		Score = W*(A/T)
	Target (T) : Number of Library Assisted	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)		Target (T)	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	
Month					Month	Target (T)	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	
Apr-18	6		10.50		Apr-18	65		40.76		
May-18	17		29.75		May-18	65		40.76		
Jun-18	17		29.75		Jun-18	65		40.76		
Jul-18	25		43.75		Jul-18	65		40.76		
Aug-18	30		52.50		Aug-18	65		40.76		
Sep-18	45		78.75		Sep-18	65		40.76		
Oct-18	47		82.25		Oct-18	65		40.76		
Nov-18	41		71.75		Nov-18	65		40.76		
Dec-18	36		63.00		Dec-18	65		40.76		
Jan-19	36		63.00		Jan-19	65		40.76		
Feb-19	36		63.00		Feb-19	65		40.76		
Mar-19	44		77.00		Mar-19	65				
Total	380		665.00		Total	780		489.06		

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e Expenditure 2017-18 / no of libraries assisted .

N.B.

1. Unit Cost based on B.E./No. of Employees

2. Average price of items supplied for libraries vary widely due to specifications, Rates, Items covered e.g Books, Establishment of Children Corner, Career Guidance Section, Library Building construction/Computers/Furniture to NGO Run Library, Facilities for Specially abled groups etc.

3. RRRLF will cover about 700 libraries under all the Non-Matching schemes, subject to additional grant of Rs.615.00 Lakh from Moc during 2018-19

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Activity : North-Eastern Region						Activity : Tribal Sub-Plan					
Weight (W) = 0.09						Weight (W) = 0.09					
Unit Cost (in Rs.) = 600/1932 = 0.31 Lakh						Unit Cost (in Rs.) = 299.35/76 = 3.93 lakh					
Month	Physical		Financial		Score = W*(A/T)	Month	Physical		Financial		Score = W*(A/T)
	Target (T)	Achievement (A)	Target (T) (Rs. in lakh)	Achievement (A)			Target (T)	Achievement (A)	Target (T) (Rs. in lakh)	Achievement (A)	
Apr-18	45		13.95			Apr-18	3		11.79		
May-18	74		22.94			May-18	3		11.79		
Jun-18	100		31.00			Jun-18	6		23.58		
Jul-18	149		46.19			Jul-18	6		23.58		
Aug-18	150		46.50			Aug-18	4		15.72		
Sep-18	199		61.69			Sep-18	5		19.65		
Oct-18	169		52.39			Oct-18	7		26.75		
Nov-18	219		67.89			Nov-18	5		19.65		
Dec-18	209		64.79			Dec-18	6		23.58		
Jan-19	219		67.89			Jan-19	6		23.58		
Feb-19	270		83.70			Feb-19	6		23.58		
Mar-19	294		91.07			Mar-19	7		26.75		
	2097		650.00				64		250.00		

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18/ no of libraries assisted.

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 / no of libraries assisted

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 New Delhi-110004

31 Grants-in-aid-General						35 Grants for Creation of Capital Assets					
Activity : Publication & Publicity						Activity : Capital Creation (Building, Furniture & Fixture, Computer, Electrical Installation, Staff Cost)					
Weight (W) = 0.05						Weight (W) = 0.45					
Unit Cost (in Rs.) = 4.97/1800 = 0.002 Lakh						Unit Cost (in Rs.) = 47.73/20 = 2.38 Lakh					
Month	Physical		Financial		Score = $W \times (A/T)$	Month	Physical		Financial		Score = $W \times (A/T)$
	Target (T)	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)			Target (T)	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	
Apr-18	0		0.00			Apr-18	0		0.00		
May-18	500		1.00			May-18	0		4.17		
Jun-18	0		0.00			Jun-18	2		2.38		
Jul-18	0		0.00			Jul-18	1		2.38		
Aug-18	1000		2.00			Aug-18	1		2.38		
Sep-18	0		0.00			Sep-18	1		2.38		
Oct-18	500		1.00			Oct-18	1		4.17		
Nov-18	0		0.00			Nov-18	2		0.00		
Dec-18	0		0.00			Dec-18	0		2.38		
Jan-19	0		0.00			Jan-19	1		2.38		
Feb-19	0		0.00			Feb-19	1		2.38		
Mar-19	0		0.00			Mar-19	1		2.38		
Total	2000		4.00			Total	11		25.00		

N.B.

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 / no of items

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 / no of items

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31 Grants-in-aid-General						96-31 SAP-General					
Activity : Establishment Expenses, Administrative Expenses and Pension & DCRG						Activity : Swachhata Action Plan					
Unit Cost (in Rs.) = 565.97/50 = 11.32 Lakh						Unit Cost (in Rs.) = 12.62/8 = 1.58 Lakh					
Weight (W) = 3						Weight (W) = 0.15					
Physical			Financial			Physical			Financial		
Month	Target (T)	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	Score = W*(A/T)	Month	Target (T)	Achievement (A)	Target (T) (Rs. in Lakh)	Achievement (A)	Score = W*(A/T)
Apr-18	5		56.60			Apr-18	1		1.54		
May-18	4		45.28			May-18	1		1.54		
Jun-18	4		45.28			Jun-18	0		0.00		
Jul-18	5		56.60			Jul-18	0		0.00		
Aug-18	4		45.28			Aug-18	1		1.54		
Sep-18	4		45.28			Sep-18	1		1.54		
Oct-18	4		45.28			Oct-18	0		0.00		
Nov-18	4		45.28			Nov-18	1		1.54		
Dec-18	4		45.28			Dec-18	0		0.00		
Jan-19	5		56.60			Jan-19	2		3.08		
Feb-19	5		56.60			Feb-19	3		4.22		
Mar-19	5		56.60			Mar-19	0		0.00		
Total	53		599.96			Total	10		15.00		

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 / no of items

1. Unit Cost has been calculated on the basis of average assistance per library for 2017-18 i.e. Expenditure 2017-18 / no of items

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(Rs. in lakh)

Sum of Physical Target	Sum of Physical Achievement	Sum of Financial Target (A) (Rs. in Lakh)	Sum of Financial Achievement (B)	Internal Revenue Generation (D) (Interest earned from Bank) (Rs. in Lakh)	Actual Financial Assistance needed (Rs. in Lakh)	Heads	B.E. 2017-18	Additional Demand in 2017-18	R.E. 2017-18	B.E. 2018-19	Shortfall
						A	B	C	D	E	F = D-E
273		181.04		0.50	181.04	31 Grants-in-aid-General	3644.00	1240.00	4884.00	3700.00	1184.00
945		225.25		1.47	225.25	35 Grants for Creation of Capital Assets	25.00	0.00	25.00	25.00	0.00
608		277.92		1.47	277.92	35 Grants-in-aid-Salaries	468.00	169.95	637.95	489.06	148.89
846		347.41		1.47	347.41	96-31 SAP - Gen	11.25	0.00	11.25	15.00	-3.75
2213		406.60		1.80	406.60	NER	485.00	115.00	600.00	650.00	-50.00
1440		490.26		2.23	490.26	TSP	200.00	100.00	300.00	250.00	50.00
2417		594.77		0.90	594.77						
1270		467.59		0.90	467.59						
1188		445.01		2.08	445.01						
1466		514.49		1.80	514.49						
1563		540.45		7.77	540.45						
1990		638.33		2.60	638.33						
16219		5129.06		24.99	5129.06		4833.25	1624.95	6458.20	5129.06	1329.14

N.B. Internal Revenue Generation included Bank Interest and Misc. Receipts

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1. Additional requirement has been made in 31-Grants-in-aid-General for Pension benefits along with retirement benefits like Gratuity, Commutation and monthly Pension. Two Senior Officials will retire during 2018-19.

2. Additional demand has been made in 31-Grants-in-aid-General for BE 2018-19 is due to hike of TA expenses for inspection of libraries by the 11 field unit staff and payment of TA / DA to non-official Chairman and members of different committees for different meetings of RRRLF and anticipated increase in daily allowances and lodging charges.

4. Financial admissibility under various schemes have not been enhanced since 2007, though there is continuous increase in Market prices. Financial provision under all of the schemes are being revised. Thus, there will be additional requirement of funds has been made in 31-Grants-in-aid-General to meet the physical target.

5. Additional requirement has been made in 31-Grants-in-aid-General as there are innumerable bills and proposals (both Matching Schemes & Non-Matching Schemes) are already in hand. It may be mentioned that the matching share from the States / U.T.s for release such payments is already available with RRRLF.

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	31 GIA	35 GIA	36 GIA	NE	TSP	SAP	Total
Apr-18	113.00	0.00	40.76	13.95	11.79	1.54	181.04
May-18	148.22	0.00	40.76	22.94	11.79	1.54	225.25
Jun-18	178.41	4.17	40.76	31.00	23.58	0	277.92
Q1 Total	439.63	4.17	122.27	67.89	47.16	3.08	684.20
Jul-18	234.50	2.38	40.76	46.19	23.58	0.00	347.41
Aug-18	299.70	2.38	40.76	46.50	15.72	1.54	406.60
Sep-18	364.24	2.38	40.76	61.69	19.65	1.54	490.26
Q2 Total	898.44	7.14	122.27	154.38	58.95	3.08	1244.26
Oct-18	472.49	2.38	40.76	52.39	26.75	0.00	594.77
Nov-18	333.58	4.17	40.76	67.89	19.65	1.54	467.59
Dec-18	315.88	0.00	40.76	64.79	23.58	0.00	445.01
Q3 Total	1121.95	6.55	122.27	185.07	69.98	1.54	1507.36
Jan-19	376.80	2.38	40.76	67.89	23.58	3.08	514.49
Feb-19	385.81	2.38	40.76	83.70	23.58	4.22	540.45
Mar-19	477.36	2.38	40.76	91.07	26.75	0.00	638.32
Q4 Total	1239.97	7.14	122.27	242.66	73.91	7.30	1693.25
Grand Total	3699.99	25.00	489.06	650.00	256.00	15.00	5129.05

179.50
223.71
277.92
681.12

M-K, Jml

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