



NAVA NALANDA MAHAVIHARA

(Deemed University, Ministry of Culture, Government of India)

Bhikshu Jagadish Kashyap Marg, Nalanda, Bihar, India



Ministry of Culture
Government of India

**MEMORANDUM OF UNDERSTANDING
BETWEEN
MINISTRY OF CULTURE (MOC), GOVT. OF INDIA
&
NAVA NALANDA MAHAVIHARA, NALANDA
(FY 2024-25)**



MEMORANDUM OF UNDERSTANDING BETWEEN MINISTRY OF CULTURE AND NAVA NALANDA MAHAVIHARA, NALANDA FOR THE YEAR 2024-2025

This agreement is entered into on 10.01.2025 and is between

Nava Nalanda Mahavihara, Nalanda (NNM)

Housed at Nalanda, Nalanda District, Bihar – 803111

Represented by **Prof. Siddharth Singh** in the capacity of Vice-Chancellor

Hereinafter, called **NNM**

AND

Ministry of Culture, Government of India

Having its office at Shastri Bhawan, Central Secretariat, New Delhi- 110001

Represented by **Sanjay Kumar** in the capacity of Deputy Secretary, Ministry of Culture

Hereinafter, called **MoC**

ROLES AND RESPONSIBILITIES

Nava Nalanda Mahavihara, Nalanda

Nava Nalanda Mahavihara, Nalanda (NNM) is a central autonomous body under the Ministry of Culture, Government of India. It is a registered society under the Societies Registration Act, 1860 and is fully funded by the Ministry. The NNM is constituted by the Central Government and the Board of Governors is the main decision-making body, which is subject to all rules and regulations issued by DoPT/ DoE/ MoF & MoC.

The objectives of the institution are outlined in the Memorandum of Association and the Rules & Regulations framed thereunder.

The NNM has the following mandate:

- To develop a residential centre of education of international importance on the line of the ancient/old Viharas (where the teachers and the taught lived together devoting themselves to studies and higher academic pursuits) for the promotion of higher studies and research in Pali language and literature, and Buddhist studies through Sanskrit, Tibetan, Chinese, Mongolian, Japanese and other Asian languages. In Addition, contemporary Buddhism in various parts of the world may also be made subjects of studies and research;
- To set up and maintain department of studies in (1) Pali and Buddhism, (2) Philosophy with special reference to Buddhist Philosophy (both Hinayana and Mahayana), Logic and Epistemology including outlines of Indian Philosophy and Comparative Religion, (3) Ancient Indian and Asian Studies with special reference to Buddhist history and culture and spread of Buddhism, (4) Linguistics and Modern Languages, (5) the Department of Tibetan and Chinese



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Studies including Mongolian, Korean and Japanese languages, and (6) such other subjects as the "Society" (Nava Nalanda Mahavihara, Nalanda Society) may decide to introduce from time to time;

- To undertake extra mural studies, extension programmes and field outreach activities for the development of the Indian Society;
- To maintain a modern and rich library in order to facilitate teaching and research;
- To accommodate monks, nuns and lay scholars versed in traditional Buddhist monastic learning and to acquaint them with modern methods of research and comparative studies;
- To send its scholars and professors to recognize centres of Buddhist learning in the world, specially to neighbouring Buddhist countries to acquire first-hand knowledge of their traditions and also to revive the old cultural ties existed between India and those countries and *vice versa*;
- To critically edit, translate and publish classical Buddhist works from Pali, Sanskrit, Tibetan, Chinese, Japanese, Mongolian and other languages;
- To publish journals, periodicals on different aspects of Buddhism and allied subject;
- To co-operate with educational and other institutions in and outside India having objects wholly or partly similar to those of the Society by exchange of teachers, scholars in order to coordinate research work with them and generally in such a manner as may be conducive to their common objects;
- To subscribe to or become a member of, or to co-operate with any other Associations or Society, whose objects are similar, wholly or partly, to the objects to the Society or the promotion of which may be conducive to the attainment of the objects of the Society;
- To do all such other acts and things as may be necessary or desirable for or conducive to attain or furthering the objectives specified above as may be expedient for functioning of the Mahavihara.
- To establish, maintain, building complexes and manage halls and hostels for the education, training, residence of the students and staff of the Institute.
- To do all such things may be necessary incidental or conducive to the attainment of all or any of the objects of the society.



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Ministry of Culture

The Ministry of Culture has the following mandate:

- To preserve, promote and disseminate knowledge on art and culture
- Maintenance and conservation of heritage, historic sites and ancient monuments;
- Administration of libraries;
- Promotion of literary, visual and performing arts;
- Observation of centenaries and anniversaries of important national personalities and events;
- Promotion of institutions and organizations of Pali and Buddhist Studies;
- Promotion of institutional and individual non-official initiatives in the fields of art and culture;
- Entering into cultural agreements with foreign countries;
- The functional spectrum of the Department ranges from creating cultural awareness from the grass root level to the international cultural level;
- Administrative Division in the Ministry may put in place a system of external or internal peer review of the NNM on completion of every three years or five-years depending on the size of the NNM, in terms of GFR-229(ix) and further release of grant to NNM which will depend on the outcome of such review.

PURPOSE OF THIS MoU

To achieve the organizational goals of the institution by the optimum use of available funds and maintain proper functioning of the Nava Nalanda Mahavihara.

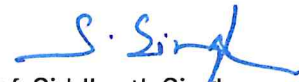
DELIVERABLES

The budgetary outlay set by MoC for the year 2024-2025, amounting to Rs. 2405.00 lakhs (including the anticipated internal receipt of Nil is allocated to NNM for carrying out organizational work under the following heads:



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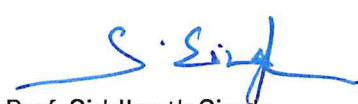
S. No	Head of Account	Budget Grant/ Allocation	Anticipated Internal Revenue	Total
1	GIA- General	400.00	0.00	400.00
2	GIA- Salaries	1400.00	0.00	1400.00
3	GIA- Creation of Capital Assets	600.00	0.00	600.00
4	GIA- SAP	5.00	0.00	5.00
	Total	2405.00	0.00	2405.00

1. Activity-wise physical and financial targets have been shown in Annexure 1 to this Memorandum of Understanding. NNM agrees to follow these targets while incurring expenditure keeping in account statutory requirements like approvals of BoG/FC/Society.
2. Monthly Expenditure Plan (MEP)& Quarterly Expenditure Plan (QEP) on the basis of activities to be carried out have been prepared and defined in Annexure- 2. NNM agrees to adhere to the MEP and QEP while incurring expenditure during 2024-2025.
3. A structured framework and a ranking format has been devised to monitor, assess and analyze the outcomes and achievements of the institution (Annexure 3 & 4). The framework will enlist the parameters and deliverables of NNM, specifying the expected tangible results or outputs it is expected to produce a questionnaire to be filled by the institution.



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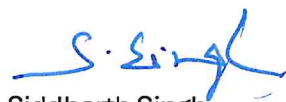
Annexure-1

Activity-wise Expenditure - 2024-25

(Rs. in Lakhs)					
S.No	Item-wise Head	O.B.	B.E.	Proposed Expenditure	O.E.
Head- 36- Grant-in-aid-Salaries		1.39	1400	1400	NIL
Sub-Head					
1	Pay & Allowances	0.65	1092.00	1092.00	NIL
2	Leave Encashment on Retirement	0.01	200.00	200.00	NIL
3	Gratuity	0.05	50.00	50.00	NIL
4	L.T.C Facility	0.08	25.00	25.00	NIL
5	Children Education Allowance	0.10	15.00	15.00	NIL
6	Uniforms and Liveries for MTS staff	0.10	2.00	2.00	NIL
7	Medical Care & Reimbursement	0.40	16.00	16.00	NIL
	Total	1.39	1400	1400.00	



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Annexure-1

Activity-wise Expenditure - 2024-25

(Rs. in. Lakhs)

S.No	Item-wise Head	O.B.	B.E.	Proposed Expenditure	O.E.
Head- 35-Grant-in-aid-Creation of Capital Assets (CCA)		6.44	600	600	NIL
Sub-Head					
1	Construction of 12 nos. Staff Quarters	0.5	50.00	50.00	NIL
2	Construction of Relic Museum, XMH	0.4	230.00	230.00	NIL
3	Construction of a 100-bedded Girls' Hostel	0	200.00	200.00	NIL
4	Development of Xuan Zang Memorial Complex	0.15	30.00	30.00	NIL
5	Improvement & Development of Library Service & Purchase of Books	1	5.00	5.00	NIL
6	Plant & Machinery (Include air conditioners, water/air coolers, generator sets, television sets, fire extinguishers etc.)	0.7	10.00	10.00	NIL
7	Furniture, Fixtures & Fittings (Include desks/benches, cabinets, almirahs, tables, chairs, partitions, etc.)	0.25	15.00	15.00	NIL
8	Electrical Installation (Includes electrical fixtures and fittings such as fans and tube light fittings etc.)	0.15	10.00	10.00	NIL
9	Office Equipment (Include such items as photocopiers, EPABX, etc.)	0.2	5.00	5.00	NIL
10	Computers/ Peripherals (Include computers, intangible assets, printers and other peripherals like, UPS etc.)	0.15	6.00	6.00	NIL

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11	Audio-Video recording equipment's. (Include-Television sets, overhead projector, CCTV Camera, Movie Projectors)	0.4	3.00	3.00	NIL
12	Development of Gardens	0.5	2.00	2.00	NIL
13	Printing of Old & New Publications (Includes Pali Hindi Dictionary)	1	20.00	20.00	NIL
14	Furnishing of Guest Houses	0.05	2.00	2.00	NIL
15	Development of Games & Sports	0.19	1.00	1.00	NIL
16	Medical Care & Equipment	0.1	1.00	1.00	NIL
17	Documentary Film & Exhibition	0.7	10.00	10.00	NIL
Total		6.44	600	600.00	

Nava Nalanda Mahavihara, Nalanda

Annexure-1

Activity-wise Expenditure - 2024-25

(Rs. in. Lakhs)

S. No	Item-wise Head	O.B.	B.E.	Proposed Expenditure	O.E.
Head- 31-Grant-in-aid-General-SAP		0.17	5	5	NIL
Sub-Head					
1	Swachatta Abhiyan Pakhawara	0.17	5	5.00	NIL
Total		0.17	5	5.00	



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Annexure-1

Activity-wise Expenditure - 2024-25

(Rs. in. Lakhs)

S.No	Item-wise Head	O.B.	B.E.	Proposed Expenditure	O.E.
Head- 31-Grant-in-aid-General		0.70	400	400	NIL
Sub-Head					
1	Travelling & Conveyance Charges	0.10	3.00	3.00	NIL
2	Auditor's Remuneration	0.00	1.00	1.00	NIL
3	Office Contingent Expenses	0.05	5.00	5.00	NIL
4	Telephone Charges	0.00	1.00	1.00	NIL
5	Electricity Charges	0.00	25.00	25.00	NIL
6	Maintenance of the Staff car				NIL
	Vehicles - Running Expenses	0.00			NIL
	Vehicles - Repair & Maintenance	0.00	10.00	10.00	NIL
	Vehicles - Insurance Charges	0.00			NIL
	Vehicles - Taxi- Hiring Expenses	0.00			NIL
7	Legal Expenses	0.00	2.00	2.00	NIL
8	Examination Expenses	0.10	12.00	12.00	NIL
9	Education Tours for Students	0.00	2.00	2.00	NIL
10	Magazines & Journals, Periodicals	0.05	3.00	3.00	NIL
11	Computer, networking, wi-fi, Internet charges, & Maintenance, etc.	0.10	30.00	30.00	NIL
12	Office Equipment - Electrical	0.00	2.00	2.00	NIL
13	Gardening - Maintenance of Gardens	0.00	3.00	3.00	NIL
14	Expenses on Seminar & Workshop	0.00	12.00	12.00	NIL
15	Annual Foundation Day & Convocation Expenses	0.10	15.00	15.00	NIL
16	Stipend/Mean-cum-merit scholarship	0.00	35.00	35.00	NIL
17	Documentation and Exhibition	0.05	2.00	2.00	NIL
18	Printing & Stationery (Consumption)	0.00	2.00	2.00	NIL
19	Maintenance of Xuanzang Memorial Hall	0.00	5.00	5.00	NIL
20	Maintenance of Guest House	0.06	4.00	4.00	NIL
21	Pali- Hindi Dictionary Project (Honorarium)	0.04	20.00	20.00	NIL
22	Maintenance of Games & Sports	0.00	1.00	1.00	NIL

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23	Repair & Maintenance of Buildings (Residential & Non-Residential)	0.05	25.00	25.00	NIL
24	Honorarium to Guest Faculties, Visiting Prof., M.O. & Consultant etc.	0.00	20.00	20.00	NIL
25	Outsourcing to Security Guard & Housekeeping	0.00	150.00	150.00	NIL
26	Advertisement & Publicity	0.00	2.00	2.00	NIL
27	Admission Expenses	0.00	1.00	1.00	NIL
28	Postage & Stationery	0.00	0.50	0.50	NIL
29	Furniture & Fixtures	0.00	2.00	2.00	NIL
30	Plant & Machinery	0.00	2.50	2.50	NIL
31	Audio & Video Equipment	0.00	2.00	2.00	NIL
	Total	0.70	400.00	400.00	

Nava Nalanda Mahavihara, Nalanda

Annexure-2

Monthly Quarterly Expenditure Plan

(Rs. in Lakhs)			
Quarter	Month	Monthly Expenditure Plan (Rs. in lakhs)	Quarterly Expenditure Plan (Rs. in lakhs)
1st	Apr-24	200.42	601.26
	May-24	200.42	
	Jun-24	200.42	
2nd	Jul-24	200.42	601.26
	Aug-24	200.42	
	Sep-24	200.42	
3rd	Oct-24	200.42	601.23
	Nov-24	200.42	
	Dec-24	200.41	


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4th	Jan-25	200.41	
	Feb-25	200.41	
	Mar-25	200.41	601.25
	Total	2405.00	2405.00



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Annexure- 3

1. Budget/ Accounts

S. No	Parameter	Deliverable (Yes/No)	Remarks (if the answer to deliverables is No)
1	Submission of Monthly/Quarterly Expenditure & Revenue Reports (before 10 th of next month)	Yes	
2	Submission of Periodical Report as per the directives of MoC	Yes	
3	Submission of Annual Reports and Audited Accounts for 2023-2024 by November, 2024. (Annual Reports & Annual Accounts to be submitted as per the schedule prescribed under Rule 237 of GFR 2017)	Yes	
4	Submission of Utilization certificates (UC): - Provisional UC, 2023-2024 by June 2024 - Final UC, 2023-2024 by November 2024 - Monthly Provisional UC for 2024-2025 before releasing the next month's grant (The UC shall be submitted in the prescribed format along with reports regarding performance/targets achieved, outcomes, etc. in accordance with the format prescribed in GFR 2017 (Form 12-A))	Yes	



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5	Completion/ Settlement of CAG Audit Paras and Internal Audit Paras before September, 2024- Action Taken Report to be submitted monthly. (Financial irregularities pointed out by audit and pursued by MoC should be taken care of and report should be furnished by AB before end of first quarter of 2024-2025)	Yes	
6	Maintenance of data of grants, income-expenditure, investments, assets, revenue-capital expenditure & employee strength in the prescribed format by the government of India when is it required to be submitted.	Yes	
7	Maintenance and presentation of annual accounts in format prescribed by the Government for autonomous bodies.	Yes	
8	(Revenue and capital expenditure to be accounted for separately) Reviewing of user changes/ source of internal revenue generation to be completed by September 2024.	Yes	
9	Remittance of the amounts (interests, other earnings against the Grants-in-aids and advances) to the government of India after finalization of accounts.	Yes	

1.1 Attach Notes on Accounts with relevant annexures

1.2 Details of Corpus (if any)

1.3 Bank FD's EP/FC/CPF

1.4 Was an internal inspection held in 2024-2025? If yes, attach action taken report

1.5 Details of Audit (pending):

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S.No	Audit Objection (Para)	Received on	Reply dates				Current Status (Settled/ Not settled)
			1.	2.	3.	4.	
	NA						
	NA						

1.6 Details of Revenue:

Month	Tickets	Photography & Camera Charges	Sale of Merchandise & Publications	Booking of auditorium/ Rent	Cafeteria Charges	Others (please specify)	Total
January							
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							



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



Prof. Siddharth Singh
Vice-Chancellor

Nava Nalanda Mahavihara, Nalanda

कुलपति / Vice-Chancellor

नव नालन्दा महाविहार / Nava Nalanda Mahavihara

(सम विश्वविद्यालय) / (Deemed University)

S. No	Parameter	Deliverable (Yes/No)	Remarks (if the answer to deliverables is No)
1.1	Review of Recruitment Rules (once in 5 years)-Action Taken Report to be prepared	Yes	
1.2	Identification & abolition of posts vacant for the last 5 years (To be abolished)-Action Taken Report to be prepared	Yes	
1.3	Identification of posts vacant for more than 2 years and submission of proposal for revival of Deemed Abolished Posts-Action Taken Report to be prepared	Yes	
1.4	Identification and filling up of posts which are vacant within 2 years or likely to be vacant in the next 6 months – Action Taken Report to be prepared	Yes	
1.5	All DPCs to be conducted by AB withing the stipulated time- Action Taken Report to be prepared	NO	There is no DPC in Nava Nalanda Mahavihara
2	Disposal of pending vigilances cases- Action Taken Report to be prepared	Yes	
3	Submission of Staff Training Policy	NO	The Staff Training Policy is prepared and will be Notified Soon.
4	Designing and submission of Training Calendar by beginning of year	NO	After the Notification of Training Policy the training calendar will be made accordingly.
5	Verification of Appointments made in the past 5-10 years	Yes	

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(सम विश्वविद्यालय) / (Deemed University)

नलन्दा (बिहार)-८०३९९९/नालन्दा (बिहार)-८०३१११

2.1 Details of employees:

Category	Sanctioned Strength	Working	Vacant Post	Deemed to be Abolished	Abolished	To be reviewed	Reviewed
Group A	36	27	09	-	-	-	-
Group B	05	04	01	-	-	-	-
Group C	30	27	03	-	-	-	-
Group D	-	-	-	-	-	-	-
Total	71	58	13	-	-	-	-

2.2 Attach Organisation chart of AM

2.3 Number of employees under old pension scheme 22.4 Number of employees under new pension scheme 39

2.5 Details of outsources/contractual staff:

Category	Sanctioned Strength	Working
Skilled	04	02
Semiskilled	36	36
Unskilled	41	41
Total	81	79

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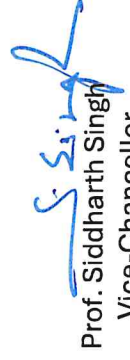
3. Legal Matters

S. No	Parameter	Deliverable (Yes/No)	Remarks (if any)
1	Preparation of Reservation Roster	Yes	
2	Formation/ review of By-laws for the organization as per the prescribed guidelines by November 2024	Yes	
3	Timely monitoring of court cases; all cases with their status to be updated on the website of Legal Information Management & Briefing System. (AB shall utilise the online court cases monitoring software developed by NIC for regularly monitoring its ongoing court cases)	Yes	



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नालन्दा (बिहार) - 203599 / Nalanda, Bihar

3.1 Details of pending court cases:

S.No	Case No.	Appellant	Pending at which level (Supreme Court/High Court /Sessions Court)	Pending since when	Respondent Name	Name of Lawyer	Current Status	Next date of hearing	Additional info, if any
1.	CWJC-15585/2021	Upendra Kumar and others	High Court Patna	1 Sep 2021	NNM and others	Kanak Verma	Pending	NA	NA
2.	CWJC-12395/2023	B.N. Singh	High Court Patna	29 Aug 2023	NNM and others	Kanak Verma	Pending	NA	NA
3.	CWJC-4349/2024	Pankaj Kumar	High Court Patna	7 March 2024	NNM and others	Kanak Verma	Pending	NA	NA
4.	CWJC-9378/2024	Prof. D. Lama	High Court Patna	22 June 2024	NNM and others	Satyendra Kumar Jha	Pending	NA	NA

4. Parliament Matters

S. No	Parameter	Deliverable (Yes/No)	Remarks (if any)
1	Audited Accounts and Annual reports to be placed before parliament on time and to be submitted to MoC by November, 2024	Yes	



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2	Parliamentary Assurances, if any, should be fulfilled within the stipulated time. Action Taken Report to be prepared and submitted to MoCon on a monthly basis	Yes	
3	Implementation of recommendations of the Parliamentary Standing Committee or such other Parliamentary committees.	Yes	
4	Legislative matter, if any to be taken up for approval of Parliament within the stipulated time frame.	Yes	

5. General

S. No	Parameter	Deliverable (Yes/No)	Remarks (if any)
	Mandatory Meetings of all Committees: - AB Society- July 2024 & February 2025 - Executive Board - Finance Committee- June 2024 & January 2025	Yes	
	Carrying out of the Performance Audit as per GFR (Once in 2 years)	Yes	
	Furnish/ file mandatory reports/ returns on time. Submission of Reports/returns to MoC when asked.	Yes	
	Disposal of RTIs and Appeals; furnish/upload certificate/report on RTI Portal.	Yes	
	Disposal of CPGRAMS/Public Grievances/ Complaints (Effective Grievance redressal mechanism to be put in place)	Yes	



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	Website updation and Maintenance (Including updating MoA rules and Regulations, Service By-Laws, RRs, etc)	Yes	
	Compliance of Rajbhasha Policy as per directives of MHA	Yes	
	Update of Social Media Handles on X/Facebook/Instagram/youtube etc.	Yes	
	Implementation of the following e-services: • Prepare & upload it's publications on website (free and paid) • Create online system for application and UC • Invite suggestions regarding activities during the year on MyGov platform • Creation of online system/software for Accounting • Creation of e-office facility • Creation of e-hrms facility • Creation of online APAR management system	NO	Implementation is under process and will be implemented within one year.
	Preparation of Vision & mission statement of AB and to be uploaded on it's website.	Yes	
	Taking up of Swachh Bharat Campaign/ Programmes and cleanliness drives and as instructed/ directed by MoC	Yes	
	Celebration of all events announced by the Govt of India from time to time like Vigilance Pledge/Swachhata Pledge/Preamble reading on Constitution day, etc.	Yes	



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नालंदा, बिहार - 824111

5.1 Details of Footfall:

Month	Indian Nationals	Foreign	Students	Total
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				
Total				

5.2 Details of Collection:

Type of Artefact/ Category	No. of Artefacts	Number on Display	Number Digitised	Number on Jatan	Number for which provenance maintained
Numismatics					
Epigraphy					
Decorative Arts					



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Paintings					
Arms & Armour					
Archaeology					
Manuscripts					
Jewellery					
Pre-history					
Western Art					
Textiles					
Photographs					
Others (please specify)					
Total					

5.3 Details of Social media presence:

Platform	Handle	Followers	Engagement (Views/likes)
Instagram			
Facebook			
X			
Youtube			
Own Website			

6. Programming & Specifics

S. No	Parameter	Deliverable (Yes/No)	Remarks (if any)
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 नालन्दा (बिहार) - 803111 / Nalanda (Bihar) - 803111

	Collaboration with International organisations for Exhibitions	Yes	
	Collaboration with Indian organisations for Exhibitions	Yes	
	Collaboration with International organization for Capacity building & training programmes, seminars & conferences, launches & publications, etc.	Yes	
	Collaboration with Indian organization for Capacity building & training programmes, seminars & conferences, launches & publications, etc.	Yes	
	Development of 3+ own Exhibitions	NO	
	Development of 3+ own Publications	Yes	
	Development of online shop for sale of merchandise, publications, etc.	NO	

6.1 Details of Programmes/ events held:

Year 2024-2025				
	Name of Event	Date	Target Expenditure	Achievement
Seminars/ Conferences				
Workshops				
Calendar events i.e Republic Day, Independence Day, World Environment Day, World Foundation Day, etc.	Republic day Independence Day Foundation Day Jethiyan Peace Walks	26.01.2025 15.07.2025 20.11.2025 13.12.2025	100000.00 100000.00 5000000.00 2500000.00	



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नालन्दा (बिहार) - ८०३११६ / Nalanda (Bihar) - 803111

Other events i.e. mega events, commemoration events, etc				
Incoming Domestic Exhibitions				
Incoming International Exhibitions				
Outgoing Domestic Exhibitions				
Outgoing International Exhibitions				
Own Exhibitions				
Launches & Publications				
Outreach activities & Social media				
Others (please specify)				
Total*				
6.2 Were any events organised above 1 crore _____ NO				

6.4 Is any gallery due for renovation? If yes, provide name and details of the existing gallery with report of what renovations have been planned. NO

6.5 Does AB plan to develop any new galleries? If yes, provide a vision report of the gallery. NO

6.6 List the new technologies integrated by AB in 2024-2025? Nil



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(एनएनएम) विहार

MEMORANDUM OF UNDERSTANDING BETWEEN MINISTRY OF CULTURE AND NAVA NALANDA MAHA VIHARA FOR YEAR 2024-2025

Annexure- 4

General Guidelines to be considered by the AB administration :

- AB shall take advantage of the pension scheme, gratuity schemes, group insurance schemes, house building loan schemes, vehicle loan schemes, etc. available in the market instead of undertaking liabilities on their own or on Governments account.
- AB shall explore to maximise internal resources and eventually attain self-sufficiency. AB may achieve the target of internal revenue generation of at least 30% of the total budget of the organisation.
- AB may put in place a system of external or internal peer review of the organisation every 3/5 years depending on the size and volume of work of the organisation in terms of GFR 229 (ix).
- Roadmap for improved performance/ vision statement for the next 5 years outlining performance parameters and output targets.
- While seeking grants from MoC, the organisation shall provide the information in the format devised by IFD and the Administrative Division of MoC. MoC 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.
- The actual expenditure by AB shall be subject to availability of funds. While incurring the expenditure, AB shall adhere to the GFR's provisions besides other instruction of the Government issued from time to time.
- New Pension Scheme (if applicable) and related contributions towards any official under scheme shall be carried out on time.
- AB shall review/frame it's Human Resources Policy and modify the same, if required with the approval of Competent Authority by December 2024.
- AB will take action for implementing the recommendations of the High-Powered Committee which has been accepted by MoC.
- AB shall ensure the inputs for Cabinet Memos within the prescribed time frame.

Sanjay Kumar

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Deputy Secretary

Ministry of Culture, Govt. of India

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- AB shall be active on social media like Youtube/ Facebook/ X/ Mobile Apps and shall aim to have viewership and audience engagement enhanced. Followers on these social media platforms shall be doubled from the present number by December 2024.
- AB shall put emphasis on carrying out cultural activities. AB shall undertake literary activities especially in collaboration with Government funded education institutions.
- AB shall submit quarterly report latest by 15th of the month following the quarter end, failing which they will be accorded zero marks as per the evaluation format.



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MEMORANDUM OF UNDERSTANDING BETWEEN MINISTRY OF CULTURE AND NAVA NALANDA MAHA VIHARA FOR YEAR 2024-2025

Ranking Format

Annexure- 5

1. Budget/ Accounts

S. No	Parameter	Delivered (Yes/ No)	Target Marks	Marks Achieved
1	Submission of Monthly/Quarterly Expenditure & Revenue Reports (before 10 th of next month)	Yes	3	3
2	Submission of Periodical Report as per the directives of MoC	Yes	2	2
3	Submission of Annual Reports and Audited Accounts for 2023-2024 by November, 2024. (Annual Reports & Annual Accounts to be submitted as per the schedule prescribed under Rule 237 of GFR 2017)	Yes	2	2
4	Submission of Utilization certificates (UC): - Provisional UC, 2023-2024 by June 2024 - Final UC, 2023-2024 by November 2024 - Monthly Provisional UC for 2024-2025 before releasing the next month's grant (The UC shall be submitted in the prescribed format along with reports regarding performance/targets achieved, outcomes, etc. in accordance with the format prescribed in GFR 2017 (Form 12-A))	Yes	2	2
5	Completion/ Settlement of CAG Audit Paras and Internal Audit Paras before September, 2024- Action Taken Report to be submitted monthly.	Yes	2	2


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	(Financial irregularities pointed out by audit and pursued by MoC should be taken care of and report should be furnished by AB before end of first quarter of 2024-2025)			
6	Maintenance of data of grants, income-expenditure, investments, assets, revenue-capital expenditure&employee strength in the prescribed format by the government of India when is it required to be submitted.	Yes	2	2
7	Maintenance and presentation of annual accounts in format prescribed by the Government for autonomous bodies.	Yes	2	2
8	(Revenue and capital expenditure to be accounted for separately)			
8	Reviewing of user changes/ source of internal revenue generation to be completed by September 2024.	Yes	3	3
9	Remittance of the amounts (interests, other earnings against the Grants-in-aids and advances) to the government of India after finalization of accounts.	Yes	2	2
	Total		20	20

2. Human Resources:

S. No	Parameter	Delivered (Yes/No)	Target Marks	Marks Achieved
1.1	Review of Recruitment Rules (once in 5 years)-Action Taken Report to be prepared	Yes	4	4
1.2	Identification & abolition of posts vacant for the last 5 years (To be abolished)-Action Taken Report to be prepared	Yes	3	3
1.3	Identification of posts vacant for more than 2 years and submission of proposal for revival of Deemed Abolished Posts-Action Taken Report to be prepared	Yes	3	3

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नालन्दा

377/Na-2020-21

1.4	Identification and filling up of posts which are vacant within 2 years or likely to be vacant in the next 6 months – Action Taken Report to be prepared	Yes	4	4
1.5	All DPCs to be conducted by AB within the stipulated time- Action Taken Report to be prepared	Yes	2	2
2	Disposal of pending vigilances cases- Action Taken Report to be prepared	Yes	2	2
3	Submission of Staff Training Policy	NO	3	0
4	Designing and submission of Training Calendar by beginning of year	NO	2	0
5	Verification of Appointments made in the past 5-10 years	Yes	2	2
	Total		25	20

3. Legal Matters

S. No	Parameter	Delivered (Yes/No)	Target Marks	Marks Achieved
1	Preparation of Reservation Roster	Yes	1	1
2	Formation/ review of By-laws for the organization as per the prescribed guidelines by November 2024	Yes	2	2
3	Timely monitoring of court cases; all cases with their status to be updated on the website of Legal Information Management & Briefing System. (AB shall utilise the online court cases monitoring software developed by NIC for regularly monitoring its ongoing court cases)	Yes	2	2
	Total		5	5



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4. Parliament Matters

S. No	Parameter	Delivered (Yes/No)	Target Marks	Marks Achieved
1	Audited Accounts and Annual reports to be placed before parliament on time and to be submitted to MoC by November, 2024	Yes	1	1
2	Parliamentary Assurances, if any, should be fulfilled within the stipulated time. Action Taken Report to be prepared and submitted to MoC on a monthly basis	Yes	1	1
3	Implementation of recommendations of the Parliamentary Standing Committee or such other Parliamentary committees.	Yes	2	2
4	Legislative matter, if any to be taken up for approval of Parliament within the stipulated time frame.	Yes	1	1
Total			5	5

5. General

S. No	Parameter	Delivered (Yes/No)	Target Marks	Marks Achieved
1	Mandatory Meetings of all Committees: - AB Society- July 2024 & February 2025 - Executive Board - Finance Committee- June 2024 & January 2025	Yes	2	2
2	Carrying out of the Performance Audit as per GFR (Once in 2 years)	Yes	2	2
3	Furnish/ file mandatory reports/ returns on time. Submission of Reports/returns to MoC when asked.	Yes	2	2
4	Disposal of RTIs and Appeals; furnish/upload certificate/report on RTI Portal.	Yes	1	1
5	Disposal of CPGRAMS/Public Grievances/ Complaints (Effective Grievance redressal mechanism to be put in place)	Yes	2	2

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6	Website updation and Maintenance (Including updating MoA rules and Regulations, Service By-Laws, RRs, etc)	Yes	2	2	
7	Compliance of Rajbhasha Policy as per directives of MHA	Yes	2	2	
8	Updation of Social Media Handles on X/Facebook/Instagram/you-tube etc.	Yes	3	3	
9	Implementation of the following e-services: • Prepare & upload it's publications on website (free and paid) • Create online system for application and UC • Invite suggestions regarding activities during the year on MyGov platform • Creation of online system/software for Accounting • Creation of e-office facility • Creation of e-hrms facility • Creation of online APAR management system	No	7	2	
10	Preparation of Vision & mission statement of AB and to be uploaded on it's website.	Yes	2	2	
11	Taking up of Swachh Bharat Campaign/ Programmes and cleanliness drives and as instructed/ directed by MoC	Yes	2	2	
12	Celebration of events announced by the Govt of India from time to time like Vigilance Pledge/Swachhata Pledge/Preamble reading on Constitution day, etc.	Yes	3	3	
	Total		30	25	



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Deputy Secretary
Ministry of Culture, Govt. of India

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



Prof. Siddharth Singh
Vice-Chancellor
Nava Nalanda Mahavidyalaya Nalanda
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नालन्दा (बिहार) 803111

6. Programming & Specific

S. No	Parameter	Delivered (Yes/No)	Target Marks	Marks Achieved
1	Collaboration with International organisations for Exhibitions	Yes	6	
2	Collaboration with Indian organisations for Exhibitions	Yes	4	
3	Collaboration with International organization for Capacity building & training programmes, seminars & conferences, launches & publications, etc.	Yes	6	
4	Collaboration with Indian organization for Capacity building & training programmes, seminars & conferences, launches & publications, etc.	Yes	2	
5	Development of 3+ own Exhibitions	No	2	
6	Development of 3+ own Publications	Yes	2	
7	Development of online shop for sale of merchandise, publications, etc.	No	3	
	Total		25	



Sanjay Kumar
Deputy Secretary
Ministry of Culture, Govt. of India

KUMAR
उप सचिव / Deputy Secretary
सांस्कृतिक मंत्रालय / Ministry of Culture
भारत सरकार / Govt. of India
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