

**Government of India**  
**Ministry of Culture**  
**National Mission on Libraries (NML)**

Minutes of the First Meeting of the Sub-Committee on conducting Survey of Public Libraries held on May 10, 2013 at DELNET, New Delhi 110070

List of Members present in the meeting is placed at Annex I.

**Item 1: Introduction**

At the very outset Dr. H. K. Kaul, Chairman of the Sub-Committee on Conducting the Survey of Public Libraries welcomed the members. He said that comprehensive discussions were held since the First Meeting of the Task Force as well as in various meetings of the NML for effectively conducting the Survey of Public Libraries. He added that in the Fifth Meeting of the NML held on April 12, 2013 Secretary, Ministry of Culture had observed that it would be prudent to start work on the survey immediately. The time schedule of the "Survey" should be fixed so that some output can be shown. It was brought to the notice of the Members that in the EFC proposal 'time frame of ten months' had been proposed for the completion of the Survey.

**Item 2 Bill & Melinda Gates Foundation**

Dr. Kaul said that in order to bring in any new ideas into the conducting of the survey, the NML had desired to approach the Bill & Melinda Gates Foundation for suggesting the names of experts who could be associated with the survey. Dr. Kaul was asked by the NML to write to the Gates Foundation. He subsequently wrote to the Gates Foundation in February 2013 and met their representatives who happened to be in New Delhi. In May 2013 Dr. Kaul addressed another communication to the Gates Foundation for nominating two experts on the Survey Committee.

Dr. Kaul informed the members of the Sub-Committee that the Gates Foundation had nominated on the Survey Committee Mr. David Streatfield, an Independent Impact Planning and Assessment Consultant and Dr. B. Shadrach, Consultant to the

Global Libraries Project of the Gates Foundation. He added that we had thus invited Dr. Shadrach to attend this meeting.

Dr. Kaul said that the communication from the Gates Foundation had mentioned that since both the consultants were currently engaged in contracts with Global Libraries and were engaged in other tasks, the Gates Foundation needed to determine the scope of work and an estimated number of hours for them.

Dr. Shadrach informed the Committee that the Gates Foundation may be of help in the following ways:

- a. Fine-tuning of the Questionnaire
- b. Inputs at the time of finalizing the agency that would conduct the survey; and
- c. Data analysis

### **Item 3            The Survey Questionnaire**

Shri P. Jayarajan, Special Invitee to the Sub-Committee had developed the 'Specifications and Questionnaire for Quantitative Survey' in Part 1 and 'Specifications for Qualitative Survey' in Part 2 of his communication to DG, RRRLF. The members discussed the survey form and specifications devised by him. The following decisions were taken:

1. The survey of 5,000 public libraries will be made.
2. The sample will comprise of the following:
  - a. All State Central libraries (29);
  - b. All district libraries (656);
  - c. 1,000 city / town libraries;
  - d. 300 libraries being run by NGOs;
  - e. 2,915 rural/semi urban libraries;
  - f. 100 tribal libraries; 25 each in Northern, Southern, Eastern and Western regions.
3. The members of the Sub-Committee were requested to suggest any changes to the questionnaire and/or the specifications and send them to Shri Somnath Roy and Shri P. Jayarajan, who will finalise the final version. It was decided that Part 2 should take into account the

requirements of current library users and also of the potential library users.

4. The members were also forwarded the questionnaire of the Annual Survey of Public Libraries being conducted in Ontario, Canada in order to let them compare the questionnaires and adopt any item that they would consider essential for the Survey of Public Libraries in India
5. It was decided that the Questionnaire for the Quantitative Survey be finalized by the Sub-Committee by 17<sup>th</sup> May, 2013.

#### **Item 4      The Pilot Survey**

The Committee decided that in order to test the efficacy of the questionnaire for the quantitative survey, two pilot surveys of small samples be conducted in Bangalore and Kolkata. Shri Somnath Roy was requested to coordinate the two pilot surveys and finalise the results fast in coordination with Shri P. Jayarajan.

#### **Item 5      Selection of the Agency**

With regard to the selection of the Agency for conducting the Survey it was decided as follows:

1. A communication be sent to the National Sample Survey to find if NSS would be interested in conducting the survey;
2. The criteria for selection of the Agency for conducting the Survey be drafted by RRRLF and forwarded to the Sub-Committee in its next meeting;
3. The text of the advertisement comprising technical and financial bids be also drafted;

#### **Item 6      A Tentative Timetable for Conducting the Survey**

The Committee discussed the following tentative timetable for conducting the Survey:

31 <sup>st</sup> May 2013	Finalisation of Survey Questionnaire
01 <sup>st</sup> Jun 2013 to 15 <sup>th</sup> June 2013	Completion of Pilot Surveys

20 <sup>th</sup> June 2013	Submission of Final Survey Questionnaire to Bill & Melinda Gates Foundation for expert views
30 <sup>th</sup> June 2013	Approval of HLC
15 <sup>th</sup> July 2013	Placement of advertisements in newspapers
15 <sup>th</sup> October 2013	Selection of the Agency
15 <sup>th</sup> October 2013 to 15 <sup>th</sup> February 2014	Conducting of Survey
30 <sup>th</sup> April 2014	Submission of Final Report to NML

Sd/-

Dr. HK Kaul  
Chairman of the Sub-Committee  
Survey of Public Library  
National Mission on Library

## **Annex – I**

### Members Present

1. Dr. H.K. Kaul Chairman
2. Prof. ARD Prasad Member, HLC
3. Shri Somnath Ray Member, Representing ISI
4. Shri K.K. Banerjee Member Secretary

### Special Invitee

5. Prof. Subbiah Arunachalam Member HLC &  
Chairman, Census Committee
6. Shri P. Jayarajan Member RRRLF &  
Working Group, NML
7. Dr. B. Shadrach Consultant,  
Bill & Melinda Gates Foundation