

**Government of India
Ministry of Culture
National Mission on Libraries**

Minutes of the fifth Meeting of the Finance Committee (FC) of NML held on 3rd March, 2016 at 11.30 A.M. in the Chamber of AS&FA (Culture), Krishi Bhavan, New Delhi.

Following Members were present:

1. Shri Kumar Sanjay Krishna , AS & FA, Ministry of Culture , **Chairman**
2. Shri Pankaj Rag, JS (L), & MD (NML), **Member-Secretary**
3. Dr. Arun Kumar Chakraborty, DG, RRRLF, **Member**

Ministry of Culture Officials present

1. Ms. Mahalakshmi Ramakrishnan, Director (Finance)
2. Ms. Deepika Pokharna, Director (Lib.)
3. Shri S.D. Meena, Under Secretary (Fin.)

RRRLF Officials present

1. Shri Soumen Sarkar, Deputy Director (II&M),

At the very outset, Additional Secretary & Financial Adviser welcomed all the Members and Officials present in the meeting. Thereafter the following Agenda items were taken up for deliberation.

Item No 1: To confirm the Minutes of the fourth Finance Committee meeting held on 15.07.2015

The Minutes of the 4th Meeting of the Finance Committee of the National Mission Libraries (NML) held on 15.07.2015 were confirmed.

Item No 2: To report action taken on the recommendation of the 4th Meeting of the Finance Committee held on 15.07.2015

Action taken report was noted.

(Action taken report is placed at Annexure 1)

Item No 3: To consider the proposal received from the State of Kerala regarding setting up of NML Model Libraries

The Committee considered the proposal of the State Central Library, Thiruvananthapuram, Kerala as approved by the Project Management unit (PMU) in its 2nd Meeting held on 22nd September 2015 and approved the following estimates as detailed below:

(A) Up-Gratation of Infrastructure

SL.NO	ITEMS / SPECIFICATION	Estimated Amount in Rs	Amount approved in (Rs)
1.	Renovation of State Central Library, Kerala	6000000 /-	6000000 /-
2.	Furniture & Interior Decoration	4000000/-	4000000/-
TOTAL (A)		10000000/-	10000000/-
As per Para 3 -II (IV) & 8 A of the guide line		NML Share (75%)	75,00,000/-
		State Share (25%)	25,00,000/-

(B) Up-gratation of Technology & Modernization of Services

SL.NO	ITEMS / SPECIFICATION	Amount in Rs	
		Estimated Amount in Rs	Amount approved in (Rs)
1.	CCTV CAMERA INSTALLATION IN MAIN LIBRARY BUILDING	822511/-	822511/-
2.	CCTV camera installation in children's library building	372193/-	372193/-
3.	Keltron PC with intel core i3 - Rs. 35500/- Window 8 Processor - Rs. 11400/- Books scanner* - Rs. 1145000/- Toshiba E studio 2007 printer - Rs. 76440/- Adobe Acrobat Professional - Rs.38320/-	1306660/-	161660/-
3.	Wi-Fi Access Point for Wi-Fi Enabled Reading Room	304518/-	304518/-
TOTAL(B)		2805882/-	1660882/-
As per Para 3 -II (IV) & 8 A of the guide line		NML Share (75%)	1245661/-
		State Share (25%)	415221/-

*for up-gradation of Technology & Modernization of Services in 2 nd PMU Meeting held on 22 nd September 2015 Total amount of Rs.1660882/- (Rupees one crore sixty six lakhs eight hundred eighty two only) was approved, except books scanner for Rs.1,145000/- which was withdrawn.		
GRAND TOTAL (part A + B) (Rupees One crore sixty six lakhs eight hundred eighty two only)		11660882.00
	NML Share (75%)	8745661.00
	State Share (25%)	2915221.00

Total amount approved by the FC is Rs.11660882/- (Rupees One crore sixteen lakhs sixty thousand eight hundred eighty two only) out of which NML Share would be Rs 8745661/- (Rupees Eighty seven lakhs forty five thousand six hundred sixty one only)

Item 4: Revision of sanction of assistance to Dr. Radhakrishnan Rajya Kendriya Pustakalaya, Jaipur, Rajasthan

The committee noted the error committed in the figure of the approved and sanction accorded thereof in favour of the Dr. Radhakrishnan Rajya Kendriya Pustakalaya, Jaipur towards Up-gradation of Technology & Modernisation of Services under NML Model Library project and approved the following amount in partial modification of the sanction of Rs 83,000/- in place of Rs. 83,51,379/-.

Finance Committee approved an amount of Rs.83,51,379/- (Rupees eighty three lakhs fifty one thousand three hundred seventy nine only) for Up gradation of Technology & Modernization of Services as detailed below :

Category	Material Description	Qty	Amount Approved In Rs
Software Application	Library Application	1	37,45,800/-
	RDBMS (SQL Server)	1	1,81,047/-
	Window Server 2013	1	68,673/-
	Antivirus	1	3,121/-
	Desktop	30	13,50,000/-
	Antivirus	30	1,35,000/-

Hardware	Window 8	30	4,38,750/-
	Database Server	1	5,06,250/-
	Application Server	1	5,06,250/-
	Printer	5	1,35,000/-
	Networking	450	50625/-
	Switch 16 port	1	3375/-
	Firewall	1	92250/-
	Flat bed Scanner	2	17,550/-
	WiFi Router	1	5063/-
	Video Conferencing Equipments	1	6,75,000/-
	Barcode Scanner	6	43875/-
	Barcode Printer	2	13500/-
	UPS	30	263250/-
	Camera	2	117000/-
TOTAL		83,51,379/-	

Finance Committee recommended that a revised sanction order may be issued in partial modification of the sanction order already issued in favour of the Dr. Radhakrishnan Rajya Kendriya Pustakalaya, Jaipur towards Up-gradation of Technology & Modernization of Services under NML Model Library project.

Item 5: To consider the proposal received from the Department of Art and Culture, Government of Pondicherry and approved by the Project Management Unit of NML at its 3rd Meeting on 23.02.2016.

The Finance Committee considered the proposals approved by the PMU in its 3rd meeting held on 23rd February, 2016 for financial assistance towards setting up of NML Model Libraries in favour of the Romain Rolland Library, State Central Library Puducherry and Dr S R Ranganathan Government Public library, District Library, Karaikal and approved the following amount of Assistance under the NML Scheme of Setting up of NML Model Libraries.

A) Item wise amount approved by the FC for Romain Rolland Library, No.2 Rangapalli Street, Puducherry 605001

Sl No	Item	Rs in lakhs	
		Estimated amount	Amount approved
a	Up gradation of infrastructure		
	Civil work Works as per estimates submitted through PWD.	50.00	50.00
	Furniture	50.00	50.00
	Total	100.00	100.00
b	Up gradation of Technology & Modernization of Services.		
	Cost of the computer & accessories	38.54	38.54
	Book Scanner	30.98	5.00
	Total	69.52	43.54
c	Creation of facilities for Specially able group.		
	Braille books, Braille Printers/Embosser , Computers, Wheel chair	20.00	20.00
	Total	20.00	20.00
d	Procurement of Reading resources to meet local need and advocacy & outreach programmes		
	Conducting 3 reading contest	.30	0.30
	Conducting 5 story-telling programme	.40	0.40
	Conducting 5 readers camp	.50	0.50
	12 monthly reader meet	1.80	1.80
	Total	3.00	3.00
(A)	Grand Total	192.52	166.54

Total amount of assistance approved Rs.166.54 lakh (Rupees one sixty six lakhs fifty four thousand only)

NML Share (75%) = Rs.124.90 lakh

State Share (25%) = Rs.41.64 lakh

B) Item wise amount approved by the FC for Dr. S. R. Ranganathan Government Public Library, 147 church Street Karaikal - 609 602

Sl No	Item	Rs in lakhs	
		Estimated amount	Amount approved
a	Up gradation of infrastructure		
	Civil work and Electrical Works as per estimates submitted through PWD	24.90	24.90
	Furniture	18.09	18.09
	Total	42.99	42.99
b	Up gradation of Technology & Modernization of Services.		
	Cost of the computer & accessories	24.09	24.09
	Book Scanner	15.31	2.00
	Total	30.00	26.09
c	Creation of facilities for Specially able group		
	Braille books, Braille Printers/Embossers, Computers,	2.64	2.64
	Wheel chair	0.96	0.96
	Total	1.36	1.36
d	Procurement of Reading resources to meet local need and advocacy & outreach programmes		
	Conducting 3 reading contest	0.30	0.30
	Conducting 5 story-telling programme	0.40	0.40
	Conducting 2 readers camp	0.10	0.10
	12 monthly reader meet	1.20	1.20
	Total-	2.00	2.00
B	Grand Total	79.95	76.04

Total amount of assistance approved Rs.76.04 lakh (Rupees seventy six lakhs four thousand only)

NML Share (75%) =Rs.57.03 lakh

State Share (25%) =Rs.19.01 lakh

Total (A+B) amount of assistance approved Rs.242.58 Lakh (Rupees Two Crore forty two Lakhs and fifty eight thousand only)

Total (A+B) amount of NML Share of the assistance approved Rs.181.93 Lakh (Rupees one Crore eighty one Lakhs ninety three thousands only)

FC has observed that-

- a) Expenditure in excess of the approved amount has to be borne by the Puducherry Authority
- b) It should be clearly mentioned in the Sanction letter that necessary codal formalities are required to be followed by the Directorate of Art & Culture, Puducherry.

Item 6: To consider the request of Government of Rajasthan for sanction of assistance for setting up of model libraries at Sarbajanik Mandal Pustakalaya, Kota in place of. Rajakiya Maharaja Sarbajanik Pustakalaya, Jaipur and approved by the Project Management Unit (PMU) of NML at its 3rd Meeting on 23.02.2016

The Finance Committee considered the proposals approved by the PMU in its 3rd meeting held on 23rd February, 2016 for financial assistance towards setting up of NML Model Libraries in favour of the Sarbajanik Mandal Pustakalaya, Kota, Rajasthan as per application and PWD rates submitted and approved the following amount of Assistance under the NML Scheme of Setting up of NML Model Libraries.

Item wise amount approved by the FC for the Sarbajanik Mandal Pustakalaya, Kota, Rajasthan :

Sl No	Item	Rs in lakhs	
		Estimated amount	Amount approved
A	Up gradation of infrastructure		
	Extension of the Library Building including painting of the exterior and interior	51.06	50.00
B	Up gradation of Technology & Modernisation of Services.		
	Public/meeting addressing system	2.15	2.15
	CCTV	1.43	1.43
	LCD projector	0.33	0.33
	Data entry book on E Library Software	1.50	1.50
	Audio- Video resource unit	0.72	0.72
	EPBX	0.35	0.35
	TOTAL	6.48	6.48
C	Creation of facilities for Specially able group - Computer access with screen reading software		
	JAWS talking software for blind	0.71	0.71
	Hindi OCR scanning software	0.14	0.14
	ZOOMEx instant reader	0.59	0.59
	Eye pal Ace Instant Tex	0.80	0.80
	Talking Book Library	0.07	0.07
	Braille Book Library	2.67	2.67

	TOTAL	4.98	4.98
D	Procurement of Reading resources to meet local need and advocacy & outreach programmes		
	E-Book	1.31	1.31
	Print and online journals	0.91	0.91
	TOTAL	2.22	2.00
	Grand Total	64.74	63.46

Total amount of assistance approved Rs.63.46 lakh (Rupees sixty Three Lakhs forty six thousand only)

NML Share (75%) =47.59 lakh

State Share (25%) =15.87 lakh

FC has observed that-

- a) Expenditure in excess of the approved amount has to be borne by the Rajasthan State Authority
- b) It should be clearly mentioned in the Sanction letter that necessary codal formalities are required to be followed by Directorate Language and Library Department, Rajasthan Government.

Item 7: To consider the request of the Government of Arunachal Pradesh and Manipur to sent the grant to the accounts of the Directorate of Libraries instead of Executing agency / vendor.

The Finance Committee considered the requests of Director, Department of public Libraries, Arunachal Pradesh and Secretary of Department of Art & Culture, Government of Manipur for releasing the approved amount of Financial Assistance directly to the Accounts of the respective Department of Public Libraries and after due deliberation on various issues recommended the following two step process for dealing with the issues:

Step 1: The Director, Department of public Libraries, Arunachal Pradesh and Secretary of Department of Art & Culture, Government of Manipur may be requested to identify and implement/execute all the approved projects under the Scheme of NML Libraries through Government Agencies only.

Step 2: In case the respective authorities express their inability to execute the approved projects through Government Agencies due to some valid and justified


reasons communicated by the respective State Authorities in writing, the sanctioned amounts may be transferred to the account of the respective Directorates as requested by the States in suitable installments.

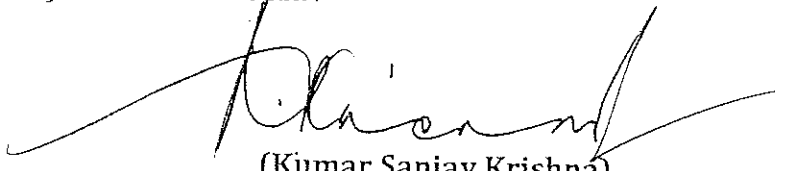
Item 8: To consider a proposal for organization of a Two days Conference of Secretaries looking after the Library Services, Director of Library Services & Conveners of all States / UTs may to discuss issues related to the implementation of various schemes/activities of NML

The Committee after due deliberation recommended that a two days National Conference of Directors and Conveners of Library Services and Secretaries looking after the Department of Public Library Services of the respective States may be organized sometime after completion of the ongoing Parliament session to discuss issues related to implementation of NML schemes and activities. The programme may be jointly organize with RRRLF which was decided earlier.

The Committee approved an estimated amount of Rs.35.00 lakhs (Rupees thirty five lakhs only) towards organization of the conference including TA/DA for the participants and officials, local hospitality etc.

The Meeting ended with a vote of thanks to the Chair.


(Pankaj Rag)
Joint Secretary (Libraries)
and Mission Director, NML


(Kumar Sanjay Krishna)
Additional Secretary & FA
and Chairman, FC, NML

Action taken report on 4th Finance Committee meeting held on 15.07.15

<p>Item No. 3 - to Consider the proposal received from the State Governments.</p> <p>The Finance Committee recommended that:-</p> <p>(A) Amount sanctioned for revised project proposal sent by the States of Tamil Nadu, Assam and Manipur may be restricted to the amount recommended by the 3rd Finance Committee Meeting which was held on 10.12.2014 and it was directed that the sanction orders may be released at the earliest after obtaining the Ministry's approval.</p> <p>(B) The project estimate for State Central Library, Thiruvanthapuram received from State of Kerala may be placed before the Project Management Unit (PMU) for examination and placed before the Finance Committee with the PMU's recommendations.</p> <p>(C) Training programme under Capacity Building programme of NML would be conducted through INFLIBNET. The Mission Director would issue work order to INFLIBNET, Ahmadabad on the basis of the sanction order issued by the Ministry. Payment to INFLIBNET could be through PAO.</p>	<p>MOC was requested vide this office note dated 20.12.2015 for necessary approval and expenditure sanction for the project estimates received from Tamil Nadu , Andhra Pradesh and Manipur approved by Finance Committee</p> <p>The proposal received from State Central Library, Thiruvanthapuram State of Kerala has been approved by the PMU. Please see the item no. 3</p> <p>Vide Ministry of Culture Letter No F No 5-2/2014 NML dated 21 July 2015 Administrative approval and Financial Sanction was conveyed for entrustment of 30- training at its own centre and 30- training outside to its own centre to INFLIBNET.</p> <p>Work order issued on 16.11.2015</p> <p>Pre-launched training program successfully conducted during 14th to 18th December 2015, 39 trainees from different MOC Libraries and from Gujarat participated in the program another Training program was arranged during 18th Jan to 22nd Jan 2016, 28 trainees from different States participated</p>
<p>Item No. 4- Project Proposal from RRRLF for NML OpenCat.</p> <p>The proposal from RRRLF to create online Union Catalogue of Public Libraries using Z39.50 protocol and open source software KOHA at a total cost of Rs 80.00 lakhs was considered. Finance Committee 'in-principle' recommended the proposal. The Committee also recommended that justification for a new server may be obtained from NIC and option for hiring server from NIC may also be examined/ JS (Lib) would take the final decision regarding procurement of server or use of cloud server. The Committee recommended that the project be supported for only 2 years by NML. Thereafter, RRRLF would have to bear all recurring/non-recurring expenditure</p>	<p>NIC authority was requested however no response has so far been received.</p>

<p>Item No. 5 - Accounting procedure of NML</p> <p>The Finance Committee recommended that the accounting procedure of NML may be examined in consultation with CCA (HRD) / PAO (Culture)</p>	<p>A note in this regard has been furnished to MOC</p>
<p>Item No. 6 -Manpower requirement for NML</p> <p>(i) As per recommendation of PMU, to engage two technical personnel on contract against the sanctioned posts under National Mission on Libraries on a consolidated amount equivalent to the emoluments (Basic Pay + Grade Pay + DA) at the minimum of the approved respective pay scales of posts, was considered and agreed to by the Finance Committee and it was recommended that the persons engaged may be deputed at RRRLF, Kolkata for a period of one year or till such time regular appointment is made, whichever is earlier. Proposal may be sent to the Ministry for approval. Finalization of Rs may be completed at the earliest and recruitment process initiated.</p> <p>(ii)Regarding the proposal to engage personnel on the basis of RRs of RRRLF, the Committee recommended that the matter may be submitted on file to the Ministry.</p>	<p>i) Draft recruitment rules regarding the post of Technical Director & System Administrator, Assistance Director, Project Officer, Accountant have been forwarded to the MOC vide letter no. 3-8 / NML / RR-NML / 2014-15 dated 2nd September 2015, for approval.</p> <p>ii)Vide this office letter even number dated 12th October 2015 approval of the Ministry was solicited to engage two technical personnel on contract against the sanctioned posts. Approval from the MOC is awaited.</p>
<p>Item No. 7-Any other items</p> <p>A. (i)The proposal of Thanjavur Maharaja Serfoji's Sarasvati Mahal Library, Thanjavur for Digitization of Manuscript and Rare Books at an estimated cost Rs.365 lakhs may be placed before the Project Management Unit (PMU).</p> <p>B. The Finance Committee considered and approved the proposal of National Library to organize one day outreach seminar on "Role of Books and Internet In Acquiring Knowledge on the occasion of Librarian's Day-2015 on Sunday 9th August, 2015 in collaboration with RRRLF and CRL under the NML Outreach Programme Scheme and approved an amount of Rs. 4.00 lakhs or as per actual expenditure, whichever is lower.</p> <p>C. The Finance Committee recommended the expenditure incurred on the visit of the Mission Director, NML to Paris of the Ministry of Culture's delegation. Matter may be sent to the Ministry for ex-post facto approval.</p>	<p>Proposal is awaited from Thanjavur Maharaja Serfoji's Sarasvati Mahal Library, Thanjavur for Digitization of Manuscript and Rare Books</p> <p>MOC vide their letter No. 18-4 / 2015 -lib dated 19.10.2015 has conveyed Ex- post- facto approval of the competent authority for the expenditure of Rs 2,76,809/- towards organization of the seminar organised on 09th August 2015.</p> <p>Action taken as recommended</p>