

**NATIONAL MISSION ON LIBRARIES
MINISTRY OF CULTURE, GOVERNMENT OF INDIA**

MINUTES OF THE SECOND MEETING OF THE PROJECT MANAGEMENT UNIT (PMU) HELD ON
22ND September 2015, AT 3.30 P.M. in the NML Office, Janpath Bhawan, New Delhi.

List of Members present :

- | | | |
|----|--|----------|
| 1. | Dr. Arun Kumar Chakraborty
Mission Director & Director General, RRRLF | Chairman |
| 2. | Ms. Mahalakshmi Ramakrishnan,
Director (Finance), Ministry of Culture | Member |
| 3. | Ms. Deepika Pokharna
Director (Libraries), Ministry of Culture | Member |

Officials from the Ministry of Culture

- | | |
|----|---|
| 1. | Shri S.D. Meena
Under Secretary, Ministry of Culture |
| 2. | Shri Shashanka Konduru
Assistant Secretary |

Officials from the RRRLF

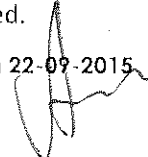
- | | | |
|----|--|----------|
| 1. | Shri Anirban Biswas
System Manager, RRRLF | |
| 2. | Shri Soumen Sarkar
Deputy Director(II&M), RRRLF | Convener |

At the very outset Mission Director welcomed all the members present in the meeting. Thereafter the following Agenda were taken up for discussion.

**ITEM 1: TO CONFIRM THE MINUTES OF THE FIRST MEETING OF THE PROJECT
MANAGEMENT UNIT**

The minutes of the first meeting of the Project Management unit (PMU) held on 18.05.2015 was confirmed as no comments were received.

NML-PMU : Minutes of the 2nd PMU Meeting held on 22-09-2015



ITEM 2: ACTION TAKEN OF THE DECISION OF THE 1ST MEETING OF THE PROJECT MANAGEMENT UNIT

(A) National Virtual Library of India (NVLI)

The Committee noted the constitution of the Advisory Committee by Ministry of Culture to advise the Government on the design and development of NVLI, vide MoC notification 18-7/2015-Lib dated 27th August, 2015.

(B) SETTING UP OF MODEL LIBRARIES :

- i) The Committee noted the action taken in respect of the approved proposals of State Central Libraries and District Libraries and recommendation made by the Finance Committee in these regard.
- ii) The Committee recommended that a letter may be forwarded to the Rampur Raza Library, Rampur, Uttar Pradesh advising them to submit a revised project proposal for Upgradation and Modernisation under NML Model Library project within i.e. within 5th November, 2015 positively otherwise their proposal may not be considered.

(C) CAPACITY BUILDING

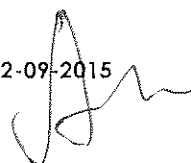
The Committee noted the action taken for commencing the Capacity Building programmes through INFLIBNET with the following observations :

- I. The Committee recommended that, Service Tax / any other taxes as applicable may be paid to the INFLIBNET by the National Mission on Libraries (NML) according to the financial proposal submitted by INFLIBNET. However, a letter with detailed justification along with a copy of the original proposal of the INFLIBNET and other relevant documents may be submitted to the MoC for approval and necessary further action including issuing of modified Terms & Conditions of the order letter issued to INFLIBNET.
- II. Regarding preparation of Course Content in Vernacular Language (should be replaced by the word Regional Language), the committee observed that, it was mentioned in the Training policy, which was referred in the published Expression of Interest, that "*Training will be organised in English and Hindi. Wherever required the training will also be organised in other vernacular languages*". However, there was no specific clause mentioning that the contents have to be prepared in the Vernacular Languages.

In view of this, the committee recommended that Capacity Building programme may be conducted with course contents in English and Hindi initially for the current year i.e. upto 31st March, 2015. Thereafter, possibilities may be explored for translation of the course contents in Vernacular Languages, whenever required.

A note in this regard may be forwarded to the MoC so as to incorporate necessary modification in the Terms & Conditions specified in the Administrative approval and Expenditure sanction for conducting Capacity Building programme through INFLIBNET accorded by the MoC vide letter no 5-2/2014-NML dated 21st July, 2015.

- III. Regarding objection raised by the INFLIBNET on the terms of publication of the course content, the committee recommended that the clause *"INFLIBNET will not publish / share these course contents with any individual or agency"* as mentioned in the administrative approval of MoC and copyright issues thereof may be brought to the notice of the Competent Authority of the Ministry of Culture for appropriate decision.
- IV. Regarding TA/DA for the participants, the Committee after detailed deliberation made the following recommendations :
 - a. As there is no uniformity in the Pay structure for librarians working in State Central Libraries, District Libraries or other category of libraries run by various State Governments, entitlement for TA would therefore vary from State to State. Thus, in order to maintain uniformity and also to avoid any confusion for settlement TA claim for participants, the Committee recommended that RRRLF would pay TA in AC-2 tier or equivalent class out of NML fund to the participants from the State Government Libraries irrespective of their entitlements. This needs modification in the Administrative approval & expenditure sanction conveyed by the MoC vide F.No 5-2/2014-NML dated 21st July, 2015 wherein it has been mentioned that "Payment of TA/DA to trainees will be paid as per Govt. of India Rules by NML/RRRLF" (vide Para 3 of the MoC order). The matter may be placed before the Finance Committee at its next meeting for consideration and approval.
 - b. The Committee recommended that, participants from the Libraries under Ministry of Culture would draw TA/DA from their respective organizations.



(D) CREATION OF AND FILING UP OF THE POST OF NATIONAL MISSION ON LIBRARIES

The Committee noted the action taken on the recommendation of the 1st meeting of PMU.

(E) PROJECT PROPOSALS FROM RRRLF FOR NML OPENCAT:

The Committee noted the action taken on the recommendation of the 1st meeting of PMU.

ITEM 3: TO CONSIDER THE APPLICATION AND DETAILED PROJECT REPORT (DPR) RECEIVED FROM STATE CENTRAL LIBRARY, THIRUVANANTHAPURAM, KERALA UNDER NML MODEL LIBRARY SCHEME.

The committee considered the application and revised Detailed Project Report (DPR) received from the State Central Library, Thiruvananthapuram, Kerala under NML Model Library Scheme recommended the following amounts of assistance :

(A) Up-Gradation of Infrastructure
(Components given at Para 8 A of the scheme)

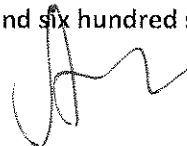
SL.NO	ITEMS / SPECIFICATION	Estimated Amount in Rs	Amount approved by the PMU in Rs.
1.	Renovation of State Central Library	Rs 60,00,000 /-	Rs 60,00,000 /-
2.	Furniture & Interior Decoration	Rs 40,00,000/-	Rs 40,00,000/-
Total Estimated/Approved amount (as per Para 8 A of Guidelines)		Rs. 100,00,000/-	Rs. 100,00,000/-
NML Share 75% of the approved amount		Rs. 75,00,000/-	
State Share 25%		Rs. 25,00,000/-	

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

(Components given at Para 8 B of the scheme)

SL.NO	ITEMS / SPECIFICATION	Estimated Amount in Rs	Amount approved by the PMU in Rs.
1.	CCTV CAMERA INSTALLATION IN MAIN LIBRARY BUILDING	Rs 8,22,511/-	Rs 8,22,511/-
2.	CCTV camera installation in children's library building	Rs 3,72,193/-	Rs 3,72,193/-
3.	<i>Book Scanner</i>	Rs 11,45,000/-	Item was withdrawn by the Librarian of State Central Library, Thiruvananthapuram during presentation of the DPR.
4.	<i>Toshiba Printer</i>	Rs. 76,440/-	Rs. 76,440/-
5.	Wi-Fi Access Point for Wi-Fi Enabled Reading Room	Rs 3,04,518/-	Rs 3,04,518/-
Total Estimated/Approved amount (as per Para 8 B of Guidelines)		Rs 28,05,882/-	Rs. 16,60,882/-
NML Share 75% of the approved amount		Rs. 12,45,662/-	
State Share 25%		Rs. 4,15,220/-	

Total Amount approved is Rs.1,16,60,882/- (Rupees one crore sixteen lakhs sixty thousand and eight hundred eighty two only), out of which NML Share (75%) would be Rs.87,45,662/- (Rupees eighty seven lakh forty five thousand six hundred sixty two only)



ITEM 4: TO CONSIDER THE REQUEST OF THE GOVERNMENT OF KARNATAKA, ARUNACHAL PRADESH PRADESH AND MANIPUR TO SENT THE GRANT TO THE ACCOUNTS OF THE DIRECTORATE OF LIBRARIES INSTEAD OF EXECUTING AGENCY / VENDOR.

The committee considered the requests of Director Department of public Libraries Karnataka, Director of public Libraries, Arunachal Pradesh and Secretary of Department of Art & Culture, Government of Manipur for releasing of the approved amount of financial assistance directly to the accounts of the respective Department of Public Libraries and recommended that the requests may forwarded to the CCA through the MoC for decision.

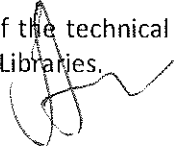
The committee noted the tendering process followed by the Director of Public Libraries, Arunachal Pradesh.

ITEM 5: TO CONSIDER THE PROPOSALS FOR DIGITIZATION OF BOOKS FROM NML FUND:

- I. The Committee could not approve the Digitisation project submitted by the University Librarian Visva Bharati, Shantinekatan as the said library is not currently covered under the Guidelines of the NML Model Library project. However, the project may be considered in future when Digitisation works would be undertaken through NVLI.
- II. The Digitisation Project proposals of National Library, Kolkata and CENTARL SECTARIAT LIBRARY, New Delhi were not placed before the committee.

ITEM 6: TO CONSIDER THE PROPOSAL FOR INCLUSION OF LIBRARY PROFESSIONALS OF CENTRAL REFERENCE LIBRARY, KOLKATA UNDER CAPACITY BUILDING PROGRAM OF NML.


The Committee recommended the proposal for inclusion of the technical staff under the Capacity Building Program of National Mission on Libraries.



ITEM 7: PAYMENT TO NICS I FOR PROCURING HIGH END DESKTOP BY NIC CELL:

The Committee did not recommend the proposal of NIC Cell of Ministry of Culture, Delhi for procurement of a high end desktop at a cost of Rs.71,455/- and decided that NICS I may be requested to refund the balance amount of Rs48,336/-.

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


(Dr. Arun Kumar Chakraborty)
Chairman, PMU And Mission Director, NML

