

Memorandum of Understanding between Ministry of Culture and

Raja Rammohun Roy Library Foundation, Kolkata, for Year 2026-2027

This agreement is entered into on 18-08-2026 and is between

Raja Rammohun Roy Library Foundation

Housed at DD-34, Sector I, Salt Lake City, Kolkata - 700064

Represented by R.S. Bora in capacity of **Director General**,
Hereinafter, called **RRRLF**

AND

Ministry of Culture, Government of India

Having its office at Kartavya Bhawan-02, New Delhi- 110001

Represented by MANASWANI TYAGI in capacity of **Under Secretary**,
Ministry of Culture
Hereinafter, called **MoC**

ROLES AND RESPONSIBILITIES

Raja Rammohun Roy Library Foundation (RRRLF):

RRRLF is a central autonomous organization established and fully financed by the Ministry of Culture, Government of India. RRRLF is registered under the West Bengal Societies Registration Act, 1961. It is the nodal agency of the Government of India to support public library services and systems and promote public library movement in the country commensurate with the objectives as embodied in its Memorandum of Association.

The supreme policy-making body of RRRLF is called the Foundation. It consists of 22 members nominated by the Government of India from amongst eminent educationists, librarians, administrators and senior officials.

The RRRLF has the following mandate:

RRRLF functions as a promotional agency, an advisory and consultancy organization, a funding body for public library development in India. Some important objectives are:

- to promote library movement in the country
- to enunciate a national library policy and to help build up a national library system
- to provide financial and technical assistance to libraries
- to provide financial assistance to organisations, regional or national engaged in the promotion of library development
- to publish appropriate literature and to act as a clearing house of ideas and information on library development in India and abroad
- to promote research in problems of library development
- to advise the government on all matters pertaining to the library development in the country
- To plan and carry out activities for the promotion of public libraries in the country
- To implement various Matching and Non-matching Schemes in collaboration with the State Governments (State) and Union Territory Administrations (UT) through the State Library Committee/State Library Planning Committee for development of Public Library services throughout the country
- Respond and work to address challenges in the field of public libraries, in most instances, in collaboration with the State/U.T. Library Authorities
- To act as the nodal organisation for the National Mission on Libraries (NML) for Administrative, Logistic, Planning, Budgeting and implementation purposes

Ministry of Culture

The Ministry of Culture has the following mandate:

- To preserve, promote and disseminate knowledge on art and culture
- To undertake maintenance and conservation of heritage sites
- To overlook administration of museums, libraries & archives

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अवर सचिव / Under Secretary

संस्कृति मंत्रालय / Ministry of Culture

भारत सरकार / Government of India

नई दिल्ली / New Delhi

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राजेंद्र सिंह बोरा / RAJENDRA SINGH BORA

निदेशक / Director

संस्कृति मंत्रालय / Ministry of Culture

भारत सरकार / Government of India

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- To undertake cultural collaborations
- To promote institutional and individual initiatives in the fields of art & culture

PURPOSE OF THE MoU

To achieve the organizational goals of the institution by the optimum use of available funds and maintain proper functioning of RRRLF

DELIVERABLES

The budgetary outlay set by MoC for the year 2026-2027 amounting to Rs 3477.00 lakhs (including the anticipated internal receipt of nil) is allocated to RRRLF for carrying out organizational work under the following heads for the FY 2026-2027:

Sl No	Head of Account	Budge Grant/ Allocation (in lakhs)	Anticipated Internal Revenue	Total
1	GIA-General	2900.00	0.00	2900.00
2	GIA-Salaries	560.00	0.00	560.00
3	GIA-Creation of Capital Assets	15.00	0.00	15.00
4	GIA - SAP	2.00	0.00	2.00
	Total	3477.00	0.00	3477.00

1. Activity-wise physical and financial targets have been shown in Annexure-1 to this Memorandum of Understanding. RRRLF agrees to follow these targets while incurring expenditure keeping in account statutory requirements like approvals of the competent authority of RRRLF.
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. RRRLF agrees to the adhere to the MEP and QEP while incurring expenditure during 2026-2027.
3. A structured framework for reporting on the activity-wise achievement based on the deliverables has been devised and shown in Annexure-3.
4. The general guidelines to be considered by the RRRLF administration is given in Annexure-4.
5. A ranking format has been devised to monitor, assess and analyze the outcomes and achievements of the RRRLF shown in Annexure-5. The framework will enlist the parameters and deliverables of RRRLF, specifying the expected tangible results or outputs.

Annexure- 1

Activity-wise Expenditure: For the FY 2026-2027

(Rs. In Lakhs)

Sl. No.	Item-wise Head	Opening Balance	Receipt	Expenditure	OE
I	Salary	290.45	560.00	850.45	
1	Pay (including DA, HRA, TA etc.)			826.95	
2	Leave Encashment			10.50	
3	Leave Travel Concessions			5.00	
4	Tuition Fee Reimbursement			8.00	
II	General	488.19	2900.00	3388.19	
1	Library			2520.00	
2	Pension & Other Retirement Benefits			560.00	
3	Travelling Allowance			10.00	
4	Overtime Allowance (including Honorarium)			2.00	
5	Medical Reimbursements			10.00	

6	Publicity			0.80	
7	Deployment of Security (outsourced)			170.00	
8	Audit Charges			25.00	
9	Maintenance of Staff Car			2.00	
10	Maintenance of Office Building			10.00	
11	Miscellaneous Expenditure (incl. Telephone, Elect., Rep, etc.)			65.00	
12	Rent of Zonal Offices			4.69	
13	Consultant			8.70	
III	CCA	0.07	15.00	15.07	
1	Renovation of building			5.00	
2	Furniture & Fixture			5.00	
3	Acquisition of Scientific & other Equipment, machines, etc.			3.00	
4	Electrical Installation			2.00	
IV	SAP	0.02	2.00	2.02	
1	SAP (Swachhta Action Plan)			2.02	
	Total	778.73	3477.00	4255.73	

Annexure-2

RAJA RAMMOHUN ROY LIBRARY FOUNDATION, KOLKATA			
FINANCIAL YEAR 2026-2027 (Monthly / Quarterly Expenditure Plan - MEP / QEP)			
Quarter	Month	MEP (Rs. in lakh)	QEP (Rs. in lakh)
Quarter-I	Apr-26	299.75	963.25
	May-26	271.75	
	Jun-26	391.75	
Quarter-II	Jul-26	324.85	1014.21
	Aug-26	344.73	
	Sep-26	344.63	
Quarter-III	Oct-26	348.63	1027.99
	Nov-26	294.63	
	Dec-26	384.73	
Quarter-IV	Jan-27	392.73	1250.28
	Feb-27	394.63	
	Mar-27	462.92	
	Total (2026-27)	4255.73	4255.73

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	Yes	

मनसुमनी त्यागी / MANASUMANI TYAGI
अवर सचिव / Under Secretary
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नई दिल्ली / New Delhi

राजेंद्र सिंह बोरा / RAJENDRA SINGH BORA
निदेशक / Director
संस्कृति मंत्रालय / Ministry of Culture
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	(before 10 th of next month)		
2	Submission of Periodical Report as per the directives of MoC	Yes	
3	Submission of Annual Reports and Audited Accounts for 2025-26 by November, 2026. (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, 2025-26 by June 2026 - Final UC, 2025-26 by November 2026 - Monthly Provisional UC for 2026-2027 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	
5	Completion/ Settlement of CAG Audit Paras and Internal Audit Paras before September, 2026 - 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 2026-2027)	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. (Revenue and capital expenditure to be accounted for separately)	Yes	
8	Reviewing of user changes/ source of internal revenue generation to be completed by September 2026.	No	As per the mandate/ operational framework of the RRRLF, there is no cope for generation of internal revenue.
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 - RRRLF shall submit the Audited Accounts for 2026-2027 to MoC before 30.11.2026 provided auditing is completing by the Audit and report is received form the CAG and accepted by RRRLF.

1.2 Details of Corpus (if any) - RRRLF does not maintain a corpus fund.

1.3 Bank FD's EP/FC/CPF – As required by GOI, bank FDs will be submitted to the Ministry time to time.

1.4 Was an internal inspection held in 2026-2027? If yes, attach action taken report - NA

1.5 Details of Audit (pending):

Sl. No.	Audit Observation (Para) for the year 2024-25	Received on	Reply dates				Current Status (Settled / Not settled)
			1.	2.	3.	4.	

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1.	Reference Number: OBS-2135874 2.1 Release of Commuted Pension without medical examination	October 24, 2025-26 through e-mail	Reply in respect of the Audit observation will be submitted before the Audit party at its next Audit during 2026-27
2.	Reference Number: OBS-2135802 2.2 Excess contribution to Employees' Provident Fund amounting to ₹7.27 Lakh		
3.	Reference Number: OBS-2132834 2.3 unadjusted advance amounting to ₹213.73 Lakh		
4.	Reference Number: OBS-2145763 2.4 Payment of excess House Rent Allowance to the extent of ₹2.18 Lakh		
5.	Reference Number: OBS-2132831 2.5 Inadequate meetings of Statutory Bodies of the Foundation		
6.	Reference Number: OBS-2132609 2.6 Non-receipt of Utilization Certificates		
7.	Reference Number: OBS-213789 2.7 Observation on National Mission on Libraries (NML)		
8.	Reference Number: OBS-2145960 2.8 Observation regarding Central Government Employees' Group Insurance Scheme		
9.	Reference Number: 23-24/123 (2022-23) 2.9 Non-deduction of TDS of ₹4.46 Lakh on retirement Benefit of Leave Encashment		
10.	Reference Number: 24-25/182 (2023-24) 2.10 Loss of opportunity to earn more interest of ₹67.33 Lakh during 2023-25		
11.	Reference Number: : 24-25/182 (2023-24) 2.11 Blocking of fund of ₹29.89 Lakh due to deficient financial management		
12.	Reference Number: 24-25/182 (2023-24) 2.12 Short deduction of Income Tax at source on employer's contribution to NPS, amounting to ₹0.95 Lakh		
13.	Reference Number: 24-25/182 (2023-24) 2.13 Payment of deputation allowance along with encashment of scale of pay to deputation service post		

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	NIL						
February							
March							
April							
May							
June							
July							
August							
September							
October							
November							
December							
Total							

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2. Human Resources:

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 and filling up of posts which are vacant within 5 years or likely to be vacant in the next 6 months – Action Taken Report to be prepared	Yes	
1.4	All DPCs to be conducted by AB within the stipulated time- Action Taken Report to be prepared	Yes	
2	Disposal of pending vigilances cases- Action Taken Report to be prepared	Yes	
3	Submission of Staff Training Policy	Yes	
4	Designing and submission of Training Calendar by beginning of year	Yes	
5	Verification of Appointments made in the past 5-10 years	Yes	

2.1 Details of employees:

Category	Sanctioned Strength	Working	Vacant Post	Abolished	To be reviewed	Reviewed	Remarks
Group A	06	01	05	NIL	NIL	NIL	The process of filling up vacant posts is a continuous and concerted exercise. The vacant posts in various grades are presently at different stages of the recruitment process.
Group B	30	16	14	NIL	02	NIL	
Group C	27	09	18	NIL	03	NIL	
Total	63	26	37	NIL	05	NIL	

2.2 Attach Organization chart of AB - Annexure - 6

2.3 Number of employees under old pension scheme – 54 Pensioners and 08 in position

2.4 Number of employees under new pension scheme- 18 in position

2.4 Details of outsources/contractual staff:

Category	Sanctioned Strength	Working
Security and conservancy staff, software application support staff engaged through outsourced, and consultant engaged by the Ministry	---	33
Total		

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 2026	YES	

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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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3.1 Details of pending court cases:

S. No	Case No.	Appellant	Pending at which level (Supreme Court/High Court/Session Court)	Pending Since when	Respondent Name	Name of Lawyer	Current Status	Next date of hearing	Additional info, if any
1	WPA/29350/2025	Shri Gopal Mukherjee	The Hon'ble High Court at Calcutta	20-12-2025	UNION OF INDIA AND ORS.	Shri Swapan Kumar Nandi	Pending	23-03-26	Daily List
2	WPA/17884/2025	Shri Diptendu Das	Do	04-08-2025	UNION OF INDIA AND ORS.	Shri Swapan Kumar Nandi	Pending		Reserved for Judgement
3	OA 1538/2014	Shri Rabindra Nath Jha	Hon'ble CAT, Kolkata	21-11-2014	MoC & Others	Shri Abir Mondal	Pending	10-04-26	

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, 2026.	Yes	
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	
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)
1	Mandatory Meetings of all Committees: - Foundation Committee - July 2026 & February 2027 - Administrative Committee- July 2026 & February 2027 - Other Committees	Yes	
2	Carrying out of the Performance Audit as per GFR (Once in 2 years)	Yes	
3	Furnish/ file mandatory reports/ returns on time. Submission of Reports/returns to MoC when asked.	Yes	
4	Disposal of RTIs and Appeals; furnish/upload certificate/report on RTI Portal.	Yes	
5	Disposal of CPGRAMS/Public Grievances/ Complaints (Effective Grievance redressal mechanism to be put in place)	Yes	
6	Website updation and Maintenance (Including updating MoA rules and Regulations, Service By-Laws, RRs, etc)	Yes	

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7	Compliance of Rajbhasha Policy as per directives of MHA	Yes	
8	Updation of Social Media Handles on X/Facebook/Instagram/youtube etc.	Yes	
9	Implementation of the following e-services: - Prepare & upload its 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	Yes	
10	Preparation of Vision & mission statement of AB and to be uploaded on it's website.	Yes	
11	Taking up of Swachh Bharat Campaign/ Programmes and cleanliness drives and as instructed/ directed by MoC	Yes	
12	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	

5.1 Details of Footfall: RRRLF Special Library

Month	Indian Nationals	Foreign	Students	Total
January	119	NIL	NIL	119
February	258			258
March	287			287
April	365			365
May	260			260
June	248			248
July	205			205
August	236			236
September	210			210
October	252			252
November	255			255
December	284			284
Total	2979			2979

Note:- RRRLF maintains a departmental subject-oriented Special Library on Library & Information Science, which is open to the public for reference work.

5.2 Details of Collection: NA

Type of Artefact/ Category	No. of Artefacts	Number on Display	Number Digitised	Number on Janan	Number for which provenance maintained
Numismatics					
Epigraphy					
Decorative Arts					
Paintings					
Arms & Armour					
Archaeology					
Manuscripts					
Jewellery					

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Pre-history					
Western Art					
Textiles					
Photographs					
Others (please specify)					
Total					

5.3 Details of Social media presence:

Platform	Handle	Followers	Engagement (Views/likes)
Instagram	@rrrlfgoi	256	1K (in last 28 days)
Facebook	Raja Rammohun Roy Library Foundation, Ministry of Culture	7.3 K	68 K (in last 28 days)
X	@RrrlfKolkata	5018	
YouTube	@rajarammohunroylibrarfoun3673	584	
Own Website	www.rrrlf.gov.in, online.rrrlf.gov.in	---	

6 Programming & Specifics

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

6.1 Details of Programmes/ events held: at Annexure - 7

Year 2026-2027					
	Name of Event	Date	Target Expenditure	Achievement	Footfall
	Seminars/ Conferences				
	Workshops				
	Calendar events i.e Republic Day, Independence Day, World Environment Day, Foundation Day, etc.				
	Other events i.e. mega events, commemoration events, etc				
	Incoming Domestic Exhibitions				
	Incoming International Exhibitions				
	Outgoing Domestic Exhibitions				

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Outgoing International Exhibitions					
Own Exhibitions					
Launches & Publications					
Outreach activities & Social media					
Others (please specify)					
Total*					

6.2 Were any events organised above 1 crore - **Yes, Festival of Libraries, 2023**

6.3 Is any gallery due for renovation? If yes, provide name and details of the existing gallery with report of what renovations have been planned. - **NA**

6.4 Does AB plan to develop any new galleries? If yes, provide a vision report of the gallery. - **NA**

6.5 List the new technologies integrated by AB in 2025-26? - **A new portal for the National Register of Public Libraries and for online submission of applications under various schemes of RRRLF has been launched.**

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 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

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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 2026.
- 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.
- 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 2026.
- 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.

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)		3	
2	Submission of Periodical Report as per the directives of MoC		2	
3	Submission of Annual Reports and Audited Accounts for 2025-26 by November, 2026. (Annual Reports & Annual Accounts to be submitted as per the schedule prescribed under Rule 237 of GFR 2017)		2	
4	Submission of Utilization certificates (UC): • Provisional UC, 2025-26 by June 2026. • Final UC, 2025-26 by November 2026. • Monthly Provisional UC for 2026-2027 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))		2	
5	Completion/ Settlement of CAG Audit Paras and Internal Audit Paras before September, 2026 - 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 RRRLF before end of first quarter of 2026-27)		2	

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अवर सचिव / Under Secretary
संस्कृति मंत्रालय / Ministry of Culture
भारत सरकार / Government of India
नई दिल्ली / New Delhi

राजेंद्र सिंह बोरा / RAJENDRA SINGH BORA
निदेशक / Director
संस्कृति मंत्रालय / Ministry of Culture
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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.		2	
7	Maintenance and presentation of annual accounts in format prescribed by the Government for autonomous bodies. (Revenue and capital expenditure to be accounted for separately)		2	
8	Reviewing of user changes/ source of internal revenue generation to be completed by September 2026.		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.		2	
	Total		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		4	
1.2	Identification & abolition of posts vacant for the last 5 years (To be abolished)-Action Taken Report to be prepared		5	
1.3	Identification and filling up of posts which are vacant within 5 years or likely to be vacant in the next 6 months – Action Taken Report to be prepared		5	
1.4	All DPCs to be conducted by AB within the stipulated time- Action Taken Report to be prepared		2	
2	Disposal of pending vigilances cases- Action Taken Report to be prepared		2	
3	Submission of Staff Training Policy		3	
4	Designing and submission of Training Calendar by beginning of year		2	
5	Verification of Appointments made in the past 5-10 years		2	
	Total		25	

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3. Legal Matters

S. No	Parameter	Delivered (Yes/No)	Target Marks	Marks Achieved
1	Preparation of Reservation Roster		1	
2	Formation/ review of By-laws for the organization as per the prescribed guidelines by November 2026.		2	
3	Timely monitoring of court cases; all cases with their status to be updated on the website of Legal Information Management & Briefing System. (RRRLF shall utilise the online court cases monitoring software developed by NIC for regularly monitoring its ongoing court cases)		2	
	Total		5	

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, 2026.		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		1	
3	Implementation of recommendations of the Parliamentary Standing Committee or such other Parliamentary committees.		2	
4	Legislative matter, if any to be taken up for approval of Parliament within the stipulated time frame.		1	
	Total		5	

5. General

S. No	Parameter	Delivered (Yes/No)	Target Marks	Marks Achieved
1	Mandatory Meetings of all Committees: - Foundation Committee - July 2026 & February 2027 - Administrative Committee- July 2026 & February 2027		2	
2	Carrying out of the Performance Audit as per GFR (Once in 2 years)		2	
3	Furnish/ file mandatory reports/ returns on time. Submission of Reports/returns to MoC when asked.		2	
4	Disposal of RTIs and Appeals; furnish/upload certificate/report on RTI Portal.		1	
5	Disposal of CPGRAMS/Public Grievances/ Complaints (Effective Grievance redressal mechanism to be put in place)		2	
6	Website updation and Maintenance (Including updating MoA rules and Regulations, Service By-Laws, RRs, etc)		2	
7	Compliance of Rajbhasha Policy as per directives of MHA		2	
8	Updation of Social Media Handles on X/Facebook/Instagram/you-tube etc.		3	
	Implementation of the following e-services: - Prepare & upload its publications on website (free and paid) - Create online system for application and UC			

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9	- 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		7	
10	Preparation of Vision & mission statement of RRRLF and to be uploaded on its website.		2	
11	Taking up of Swachh Bharat Campaign/ Programmes and cleanliness drives and as instructed/ directed by MoC		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.		3	
	Total		30	

6. Programming & Specific

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

Annexure - 7

Calendar of Events FY 2026 - 27

S. N	Name of Bureau/ Division	Name of Institution	Name of Event/ Festival	Tentative Venue	Tentative Date	Level of Dignitary expected	Whether event being held for the first time (Yes/No) or annual event	Estimated expenditure	Expenditure, if event held earlier
1	Ministry of Culture	RRRLF	World Heritage Day	RRRLF-Hq, Kolkata	18.04.26		No	Nil	Nil
2	Ministry of Culture	RRRLF	Swachhata Pakhwada	RRRLF-Hq, Kolkata	16-30 April, 2026		No	25,000	Nil

मनसिनी त्यागी / MANASWANI TYAGI
अवर सचिव / Under Secretary
संस्कृति मंत्रालय / Ministry of Culture
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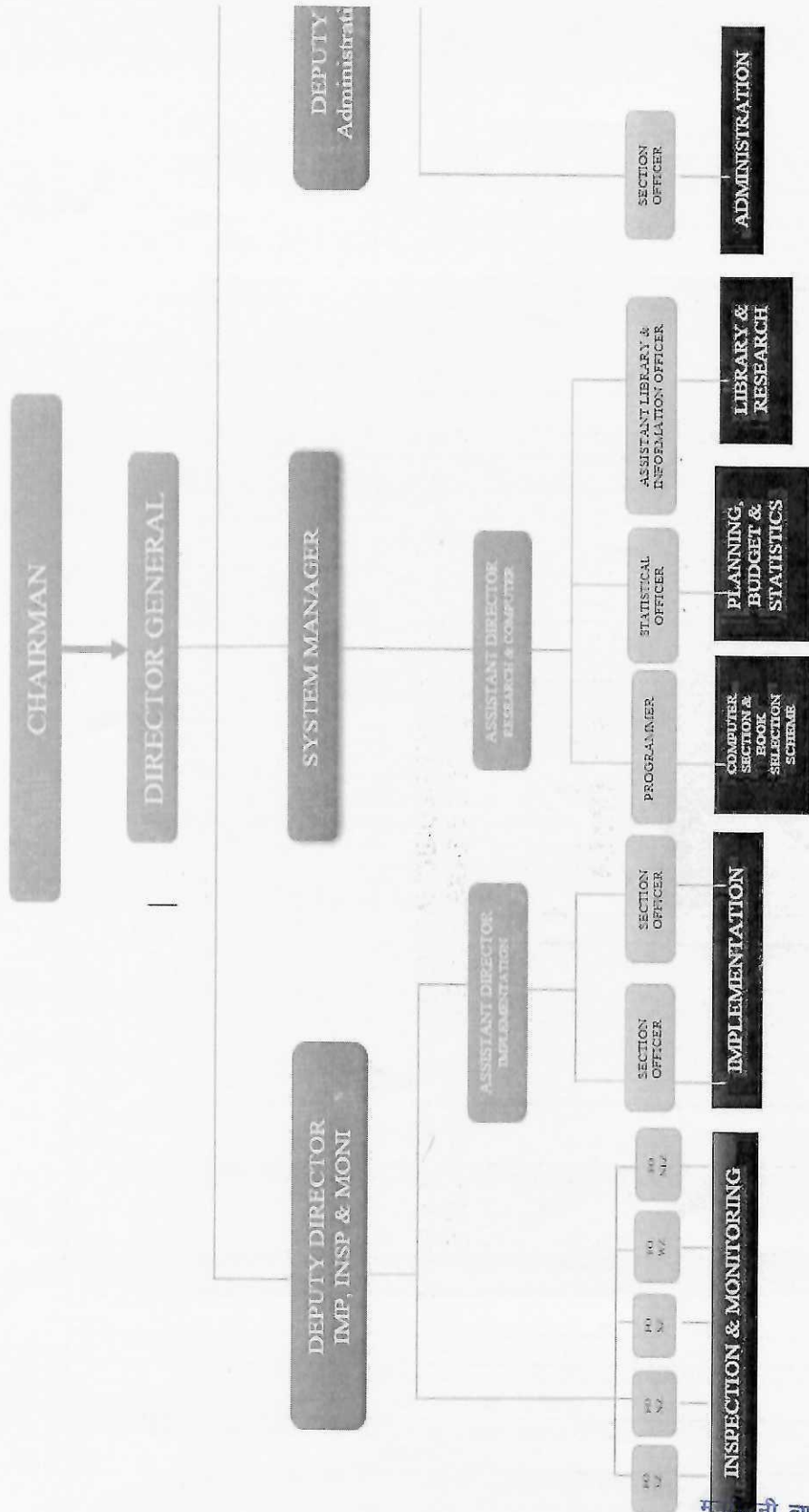
3.	Ministry of Culture	RRRLF	Foundation Day	RRRLF -Hq, Kolkata	22.05.26	No	20,000	Nil
4.	Ministry of Culture	RRRLF	International Day of Yoga	RRRLF -Hq, Kolkata	21.06.26	No	10,000	Nil
5.	Ministry of Culture	RRRLF	Independence Day	RRRLF -Hq, Kolkata	15.08.26	No	10,000	Nil
6.	Ministry of Culture	RRRLF	Hindi Pakhwada	RRRLF -Hq, Kolkata	14-21.07.2026	No	50,000	Nil
7.	Ministry of Culture	RRRLF	Gandhi Jayanti	RRRLF -Hq, Kolkata	02.10.2026	No	10,000	Nil
8.	Ministry of Culture	RRRLF	Rashtriya Ekta Diwas	RRRLF -Hq, Kolkata	31.10.2026	No	10,000	Nil
9.	Ministry of Culture	RRRLF	Swachhata Hi Seva	RRRLF -Hq, Kolkata	17sep-02 oct, 2026	No	10,000	Nil
9.	Ministry of Culture	RRRLF	Constitution day	RRRLF -Hq, Kolkata	26.11.2026	No	Nil	Nil
10.	Ministry of Culture	RRRLF	Republic Day	RRRLF -Hq, Kolkata	26.01.2027	No	10,000	Nil

मनस्विनी त्यागी / MANASWANI TYAGI
 अवर सचिव / Under Secretary
 संस्कृति मंत्रालय / Ministry of Culture
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 संस्कृति मंत्रालय / Ministry of Culture
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**MEMORANDUM OF UNDERSTANDING BETWEEN MINISTRY OF CULTURE AND
RAJA RAMMOHUN ROY LIBRARY FOUNDATION FOR YEAR 2026-2027**

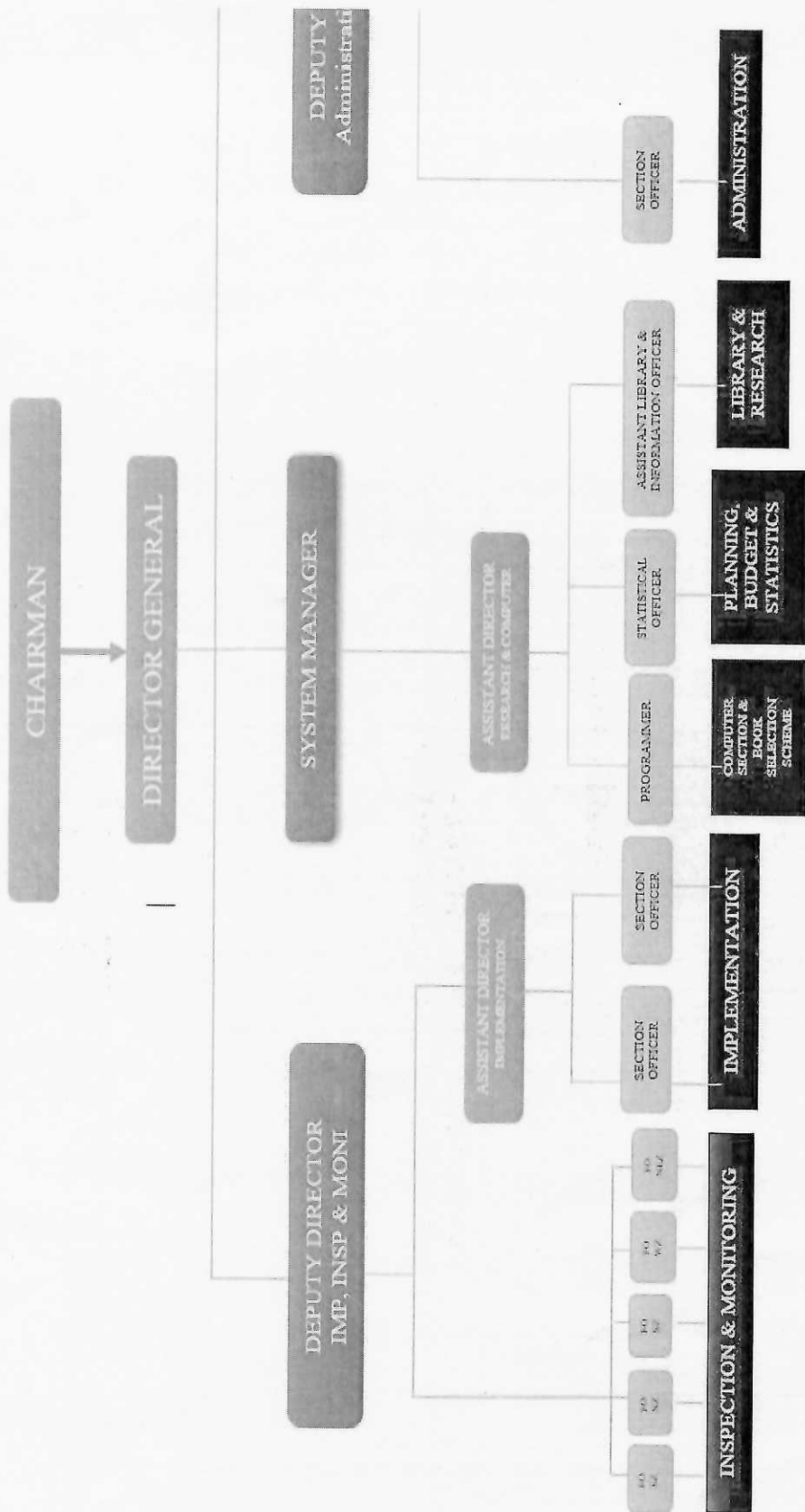
RRRLF ORGANOGRAM



राजेंद्र सिंह बोरा / RAJENDRA SINGH BORA
निदेशक / Director
संस्कृति मंत्रालय / Ministry of Culture
भारत सरकार / Government of India
नई दिल्ली / New Delhi

मानसुखी त्यागी / MANASWANI TYAGI
अवर सचिव / Under Secretary
संस्कृति मंत्रालय / Ministry of Culture
भारत सरकार / Government of India
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निदेशक / Director
संस्कृति मंत्रालय / Ministry of Culture
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