

**Memorandum of Association of the Society of the
National Museum Institute of the History of Art,
Conservation and Museology, Delhi**



The Society of the National Museum
Institute of the History of Art,
Conservation and Museology, Delhi

- 1. The Secretary, Ministry of Culture, Government of India, New Delhi.
- 2. The Director, National Museum, New Delhi.
- 3. The Director, Institute of the History of Art, Conservation and Museology, New Delhi.
- 4. All Ministries/Departments of the Government of India, New Delhi.
- 5. The President, Indian National Congress, New Delhi.
- 6. The Vice-President, Indian National Congress, New Delhi.
- 7. The Members of Parliament, New Delhi.
- 8. The Members of the Legislative Council, New Delhi.
- 9. The Members of the State Legislatures, New Delhi.
- 10. The Members of the Local Bodies, New Delhi.
- 11. The Members of the Press, New Delhi.
- 12. All Officers in the Service of the Government, New Delhi.
- 13. The Members of the Public, New Delhi.

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(Deptt. of Education)

New Delhi, the 28th April, 1989.

N O T I F I C A T I O N

In exercise of the powers conferred by Section 3 of the University Grants Commission Act, 1956 (3 of 1956), the Central Government, on the advice of the Commission, hereby declare that the Society of the National Museum Institute of the History of Art, Conservation and Museology, Delhi, shall be deemed to be a university for the purpose of the aforesaid Act.

T. D. Gupta
(J.D. Gupta)

Joint Secretary to the Govt. of India.

The Manager,
Gazette of India,
Government of India Press,
Faridabad (Haryana)

Copy forwarded for information:-

1. The Secretary, University Grants Commission, New Delhi (with 15 copies).
2. The Director, Society of the National Museum Institute of the History of Art, Conservation and Museology, Janpath, New Delhi-110011.
3. The Director, Ministry of Human Resource Development (Department of Culture), CH-5 Section, Shastri Bhavan, 'C' Wing, New Delhi-I
4. All Ministries/Deptt. of the Government of India (including the President's Secretariat, the Prime Minister's Office, the Cabinet Secretariat and Planning Commission).
5. All State Governments and Union Territories.
6. Registrars of all Universities and deemed to be universities.
7. Press Information Bureau (Shri P.S. Phogat) D.F.I.O., New Delhi.
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10. Secretary General, Rajya Sabha.
11. Secretary General, Lok Sabha.
12. All Officers in the Ministry.
13. Guard File/Coordination Asstt./Notification File.

Gurbax Singh
(Gurbax Singh)

Deputy Secretary to the Govt. of India.

**Memorandum of Association of the Society of the National Museum
Institute of the History of Art, Conservation and Museology, Delhi**

PART I

1. Name

The name of the Society shall be the Society of the National Museum Institute of the History of Art, Conservation and Museology, Delhi.

2. Office

The Office of the Society shall be situated, for the present, at the National Museum, Janpath, New Delhi.

3. Objects

The objects for which the society is set up are: (1) to establish, develop and to maintain the educational institute called the National Museum Institute of the History of Art, Conservation and Museology, Delhi (hereafter referred to as "Institute"); (2) to manage, supervise and administer the affairs of the Institute in accordance with the Bye-laws and Rules framed in this behalf; and (3) the Society shall have the power to do all things and acts necessary and incidental to the above mentioned objects and without prejudice to the generality of the above, to do the following things in particular :-

- i) to provide for various courses of study, training and research in different branches of history of art, museology, archaeology, primitive art, archival studies and conservation of cultural property and the like;
- ii) to provide and offer facilities for fundamental research in art, museology, conservation of cultural property, archaeology and archival studies and the like;
- iii) to establish norms for the advancement and dissemination of knowledge on the aesthetic and scientific aspects of research on the cultural heritage of humankind;
- iv) to provide and offer facilities for integrated training of teachers, demonstrators and technicians engaged in teaching theoretical and practical courses in primitive, ancient, medieval and modern art, both oriental and occidental, crafts, epigraphy, numismatics, archaeology, theoretical and practical museology, archival studies and conservation of antiquarian remains;
- v) to collaborate with the National Museum, Archaeological Survey of India, Anthropological Survey of India, National Gallery of Modern Art, National Archives of India and the like, in order to have access to cultural property of all kinds, curatorial expertise and

teaching staff and facilities of the laboratories, libraries, workshops, buildings and other facilities;

- vi) to offer its know-how and facilities to universities and other academic institutions in this field;
- vii) to interact on a continuing basis at the national level to improve standards of teaching of history of art, conservation, museology, archaeology, archival studies and the like; to give academic guidance and provide leadership, as and when required, and to ensure that the resources of the National Museum, Archaeological Survey of India, Anthropological Survey of India, National Gallery of Modern Art, National Archives and other such institutions are also made available to them;
- viii) to publish such works of the Institute as may have contributed substantially to the fields of specialisation;
- ix) to visualise, plan and prepare educational kits and software for audio-visual education in art and culture for all levels of teaching; and
- x) to do all such other lawful acts and things as may be necessary for or conducive to furthering the objectives of setting up the Institute as a centre of study and research;

4. Powers and Functions

To carry out the objects mentioned above and for the management of the Institute, the Society shall have the following powers and functions :-

- i) to formulate and administer courses of study and research and to provide instruction in areas of study as the Institute deems appropriate for the advancement of learning and dissemination of knowledge in those areas;
- ii) to confer degrees upon and to grant diplomas/certificates to persons who have satisfactorily completed approved courses of study and/or research and have passed the examinations as may be prescribed;
- iii) to create and award honours, fellowships, scholarships, prizes and medals in recognition of merit in accordance with Rules as may be prescribed;
- iv) to undertake, in collaboration with the concerned authorities, field work in art, archaeology, archival studies, anthropology,

museology and conservation of cultural property; and

- v) to develop innovative methods of examination for the award of certificates, degrees and diplomas without diluting the academic norms prescribed by the University Grants Commission from time to time;
- vi) to deposit all monies credited to the Fund in such banks or to invest in such a manner as the Institute may, with the approval of Central Government, decide;
- vii) to draw, make, accept, endorse and discount cheques, notes or other negotiable instruments and for this purpose, to sign, execute and deliver such assurances and deeds as may be necessary for the purpose of the Institute;
- viii) to pay out of the funds belonging to the Institute or out of any particular part of such funds, the expenses incurred by the Institute from time to time including all expenses incidental to the formation of the Institute and management and administration of any of the foregoing objectives including all rents, rates, taxes and salaries of the employees;
- ix) to give pensions, gratuities or charitable aid to the staff and employees or their legal heirs;
- x) to make payment towards insurance and to form and contribute to the provident and benefit funds for employees and their dependents;
- xi) to acquire, hold and dispose of property in any manner for purposes of the Institute, provided that prior approval of the Central Government is obtained in cases of the acquisition and disposal of immovable property;
- xii) to borrow and raise monies with prior approval of the Central Government for purposes of the Institute;
- xiii) to build, construct and maintain houses, hostels or other buildings and modify the same with light, water, drainage, furniture, fittings, instruments, appliances and other things in connection with the objects of the Institute;
- xiv) to appoint the Board of Management, committees or sub-committees as it may deem fit to carry out the objects of the Institute;
- xv) to delegate any or all its powers to the Board of Management, Academic Council or to any of the committees or sub-committees constituted by it;
- xvi) to make, add, vary or amend Rules, Regulations and Bye-laws with prior approval

of the Central Government for the conduct of the affairs of the Institute from time to time.

5. Interpretation of the Objects

The Society shall be established for public benefit and accordingly the objects of the Society as set forth above shall be interpreted and restricted to mean such objects and purposes regarded in law as necessary for public education and charitable purposes.

6. Institute open to all

- i) The Institute to be set up shall be open to all citizens of India of either sex, and of all race, creed, caste or class and no test or condition shall be imposed upon as to religious belief or profession in admitting or appointing members, students, teachers, workers or in any other connection whatsoever.
- ii) Admission to its courses shall be as prescribed in the Rules.
- iii) The Society may invite or appoint Indian and foreign scholars for teaching in the Institute as may be prescribed in the Rules.

7. Income and Funds

I The Society shall be a registered autonomous body fully funded by the Department of Culture, Government of India.

II It will administer funds as per the following guidelines :-

to maintain a fund to which shall be credited :-

- i) all funds provided by the Central Government;
- ii) all fees and charges received by the Institute;
- iii) all monies received by the Institute by way of grants, gifts, donations, benefactions, bequests or transfers.

III The income of the Society, derived from **Government grants** shall be applied towards the promotion of the objects as set forth in this Memorandum of Association subject to such conditions or limitations as the Central Government may from time to time impose. However, flexibility shall be allowed in respect of emoluments and other service conditions of teaching staff appointed as Professors and technical experts, etc., against Chairs financed out of Endowments in order to attract the best talents, and on expenditure out of the funds received as a donation or a Special Grant for a specific purpose to create auxiliary facilities for the Institute in order to achieve

and maintain the highest professional standards.

IV No benefactions shall be accepted by the Society or Institute which in their opinion involves conditions and obligations opposed to the spirit and object of the Society.

8. Income not to be paid or transferred by way of profit

No portion of the income of the Society shall be paid or transferred directly or indirectly by way of profit, to the persons, who at any time have been members of the Society or to any of them or to any person claiming through them or any of them, provided that nothing herein contained shall prevent the payment in good faith or remuneration to any member thereof or other person in return for any service rendered to the Society or for travelling, halting and other similar charges.

9. Power to issue Directives

The Central Government shall have the power to issue such directives as it may consider necessary from time to time to the Society or the Institute for the purpose of carrying out or achieving the objectives set out in the Memorandum of Association and Rules.

10. Review and Inspection

The Central Government may appoint one or more persons to review or inspect the working and progress of the Society and/or Institute and to hold enquiries into the affairs thereof and to report thereon

and in such manner as the Central Government may decide. The Central Government, upon receipt of such report, may take such action and issue such directions as it may consider necessary in respect of any of the matters dealt with in the report and the Society or the Institute, as the case may be, shall comply with such directions.

11. Take over

If the Central Government is satisfied that the Society or the Institute is not functioning properly, it shall have the power to take over the administration and assets of the Society and/or the Institute as the case may be.

12. Dissolution

If, on the winding up or dissolution of the Society, there shall remain, after the satisfaction of its debts and liabilities, any property, the same shall not be paid to any member of the Society or distributed amongst them but shall be disposed of in the manner as the Central Government may determine.

13. Documents

All lease, properties, documents and title deeds relating to the properties, movable and immovable, of the Society shall be in the name of the Society.

14. Rules and Regulation

A copy of the Rules of the Society certified to be a correct copy by seven members of the Society is filed along with the Memorandum of Association; and the composition of the Society, the supreme authority, shall be as referred to in Rule 4 thereof.



and in such manner as the Central Government may decide. The Central Government upon receipt of such report may take such action and issue such directions as it may consider necessary in respect of any of the matters dealt with in the report and the Secretary of the Institute as the case may be shall comply with

to and maintain the highest professional standards and to be subject to the provisions of the Act. No objection shall be accepted by the Society or Institute without their opinion in writing. The conditions and obligations approved to the Society and the Institute shall be subject to the provisions of the Act.

We, the several persons whose names and addresses are given below, having associated ourselves for the purpose described in the Memorandum of Association, do hereby subscribe our names to the Memorandum of Association and set our several and respective hands hereunto and form ourselves into a Society under Societies of Registration Act (Act XXI) of 1860 this day Twenty-fourth of January Nineteen Hundred Eighty Nine at Delhi

Sr.	Name	Designation	Address	Signature	Attestation
1.	Minister-in-charge of Education & Culture Government of India		Shastri Bhavan, New Delhi	<i>[Signature]</i>	(T. N. BAJPA) Under Secretary Department of Culture Government of India New Delhi
2.	Shri Romesh Bhandari	At present Lt. Governor of Delhi	18 Akbar Road, New Delhi	<i>[Signature]</i>	(T. N. BAJPA) Under Secretary Department of Culture Government of India New Delhi
3.	Prof. K. Sachidananda Murty	At present Vice- Chairman, U.G.C.	Bahadur Shah Zafar Marg, New Delhi	<i>[Signature]</i>	(T. N. BAJPA) Under Secretary Department of Culture Government of India New Delhi
4.	Shri H.Y. Sharada Prasad	At present Secretary, Indira Gandhi Memorial Trust	1 Akbar Road New Delhi	<i>[Signature]</i>	(T. N. BAJPA) Under Secretary Department of Culture Government of India New Delhi
5.	Prof. Mulk Raj Anand	Novel writer and art critic	25, Cuffe Parade, Coloba, Bombay	<i>[Signature]</i>	(T. N. BAJPA) Under Secretary Department of Culture Government of India New Delhi
6.	Prof. B.B. Lal	Noted archaeologist	C/o Wing Commander Rajesh Lal, Officer Commanding, 21 Squadron, Indian Air- force, C/o 56 APO	<i>[Signature]</i>	(T. N. BAJPA) Under Secretary Department of Culture Government of India New Delhi
7.	Dr. L.P. Sihare	At present Director General, National Museum	33, Prithviraj Road, Flat 7B, New Delhi	<i>[Signature]</i>	(T. N. BAJPA) Under Secretary Department of Culture Government of India New Delhi



सं. 5/19666
 दिनांक 27/01/1989
 अधिकारी का नाम *[Signature]*

27/01/1989
 दिनांक 27/01/1989
 अधिकारी का नाम *[Signature]*

CERTIFIED TO BE TRUE COPY
 REGISTRAR OF SOCIETY DELHI
 DELHI
 27/1/89

**The Rules of the Society of the National Museum Institute of the
History of Art, Conservation and Museology, Delhi
PART II**

1. Short title

These rules shall be called the Rules of the Society of the National Museum Institute of the History of Art, Conservation and Museology, Delhi.

2. Definitions

In these Rules, unless the context otherwise requires :-

- (A) "Society" means the Society of the National Museum Institute of the History of Art, Conservation and Museology,
- (B) "Academic Council" means the Academic Council of the Institute,
- (C) "Authorities" means the Authorities of the Institute,
- (D) "Board of Management" means the Board of Management of the Institute,
- (E) "Chairman" means the Chairman of the Society and Chancellor of the Institute,
- (F) "Central Government" means the Government of India,
- (G) "Director" means the Director of the Institute,
- (H) "Finance Officer" means the Finance Officer of the Institute,
- (I) "Institute" means the National Museum Institute of the History of Art, Conservation and Museology of the Society,
- (J) "Registrar" means the Registrar of the Institute,
- (K) "Vice-chairman" means the Vice-chairman of the Society and Vice-chancellor of the Institute.

3. Authorities of the Institute

- i) The Society,
- ii) The Board of Management,
- iii) The Academic Council,
- iv) The Finance Committee,
- v) The Planning and Monitoring Board,
- vi) Selection Committee,
- vii) Admission Committee,
- viii) Board of Studies of various departments,
- ix) Examination Committee,
- x) Research Degree Committee, and
- xi) Any other Standing Committee, Sub-Committee which the Society or the Chairman may set up for discharging of any one or more functions.

4. Society

- i) The Society shall be the Supreme Authority of the Institute.

ii) Composition of the Society

The Society shall consist of the following:

- 1. Chairman
- 2. Vice-chairman
- 3-12. Ten persons to be nominated by the Chairman in consultation with the Central Government of whom six shall be eminent experts in the history of art, museology, archaeology, primitive art, archival studies and the conservation of cultural property and four shall be eminent persons in the field of aesthetics, etc.
- 13-14. Two representatives of the Department of Culture, Government of India.
- 15. One representative of the Department of Education, Government of India.
- 16. One representative of the Ministry of Finance.
- 17. One representative of the University Grants Commission.
- 18. Director General, Archaeological Survey of India.
- 19. Director General, Anthropological Survey of India.
- 20. Director, National Archives of India.
- 21. Director, National Gallery of Modern Art.
- 22. Director, National Research Laboratory for Conservation of Cultural Property.
- 23-24. Two representatives of the full-time teaching staff of the Institute of the Society, to be nominated by the Chairman.

The registrar shall be the non-member secretary

iii) Powers of the Society

The Board of Management, Academic Council, Finance Committee, and other Committees or Sub-Committees of the Institute shall be appointed and/or constituted by the Society. The Society shall review from time to time policies and plans and suggest measures for the improvement and development of the Institute. The Society shall also consider and approve the Annual Budget Report. Annual Accounts and Audit Reports of the Institute.

iv) Meetings of the Society

- 1) The Society shall ordinarily meet once in a year.

- 2) The Chairman of the Society, when-ever he thinks fit/or upon requisition in writing signed by not less than seven members of the Society, shall convene a special meeting/s.
- 3) The Registrar shall circulate a notice of the meeting of the Society at least 15 days before the date fixed for such meeting indicating the date, time and place of the meeting along with a statement of the nature of business which is to be brought before the meeting is called for.
- 4) Presence of Six members will form the quorum provided that no quorum shall be necessary for an adjourned meeting.
- 5) Except the Chairman & ex-officio members, other members shall hold office for a term of 3 years and shall be eligible for reappointment.

5. Chairman

- i) There shall be a Chairman. The Chairman shall be the Minister in-charge of Education/Culture, Government of India.
- ii) The Chairman (Chancellor of the Institute) shall preside over the meetings of the Society and shall exercise such powers as may be prescribed in the Rules and Regulations. The Chairman may refer any matter relating to Society/Institute to the Central Government for obtaining advice before taking a final decision in respect of that matter. In the absence of the Chairman, the Vice-chairman shall preside over the meetings of the Society.

5A. Vice-Chairman

There shall be a Vice-chairman (Vice-chancellor of the Institute). The Director General, National Museum, shall be the Vice-chairman.

6. The Board of Management of the Institute

6A. Composition of the Board of Management

The Composition shall be:

- i) Vice-chairman
- ii) Director
- iii) Dean of Academic Affairs and one Head of the Department of the Institute (by rotation) to be nominated by the Chairman on recommendation of the Vice-chancellor.
- iv) Two nominees of that Department of the Central Government dealing with the affairs of the Institute, one of whom shall be the Financial Adviser.
- v) One representative of the Department of

Education, Government of India.

- vi) One Vice-chancellor of a University which offers academic courses in these subjects, to be nominated by the Chairman of the Institute in consultation with the Chairman, University Grants Commission.
 - vii) One representative of the University Grants Commission nominated by the Chairman, University Grants Commission.
 - viii) Three eminent scholars/administrators nominated by the Chairman in consultation with the Central Government.
 - ix) Director General, Archaeological Survey of India; Director General, Anthropological Survey of India; Director, National Gallery of Modern Art; Director, National Archives of India; Director, National Research Laboratory for Conservation of Cultural Property.
 - x) The Registrar shall be the non-member Secretary.
- The Vice-chairman shall preside over the meetings of the Board of Management.

6B. Powers of the Board of Management

The Board of Management shall be the principal executive body of the Institute and shall exercise the following powers on behalf of the Society :-

- i) to manage and administer the revenue of the Institute and to conduct all academic and administrative affairs of the Institute not otherwise specifically provided for;
- ii) to create teaching and academic posts, as per norms and guidelines of the University Grants Commission and in consultation with the Finance Committee;
- iii) to frame recruitment rules for appointment to the posts of Professors, Associate Professor (Readers), Assistant Professors (Lecturers) and other non-vocation academic and technical staff as may be necessary on the recommendation of the Academic Council;
- iv) to lay down the duties and conditions of service of professors, Associate Professors, Assistant Professors and other academic and technical staff maintained by the Institute in consultation with the Academic Council;
- v) to provide for the appointment of visiting Fellows and visiting Professors;
- vi) to create administrative, ministerial and other necessary posts in terms of the cadres laid down or otherwise and to make appointment thereof in accordance with the recruitment rules framed for these posts;
- vii) to frame bye-laws to provide, *inter alia*, for

the following matters without prejudice to the Memorandum of Association and rules & regulations of the Institute :-

- a) the preparation and sanction of the budget estimates, Annual Reports, Statements of Accounts, sanctioning of expenditure, making and execution of contracts, the investment of funds of the Institute, in or upon such securities and in such manner as it may deem fit and from time to time to further the objectives of the Institute,
 - b) powers, functions and conduct of business by Advisory Boards, Committees, Standing and other Sub-Committees as may be constituted from time to time and the term of office of their members.
 - c) Recruitment Rules for the appointment of officers and staff of the Institute,
 - d) the terms and tenure of appointments, emoluments, allowances, rules and discipline and other conditions of service of the officers and staff of the Institute,
 - e) terms and conditions governing scholarships, fellowships, research schemes and other projects,
 - f) such other matters as may be necessary for the furtherance of the objectives of the Society/Institute and proper administration of the affairs of the Institute.
- viii) to demand and receive payment of fees and other charges;
- ix) to appoint auditors for the ensuing year;
- x) to open account or accounts of the Institute with any one or more scheduled banks and to lay down the procedure for operating the same;
- xi) to carry out the objects of the Institute and consistent with the provisions of the objects/ clauses of the Institute, to receive grants, donations, contributions, gifts, fees and other monies;
- xii) to maintain a fund to which shall be credited:
- a) all monies provided by the Central or State Government or from any other source;
 - b) all fees and other charges received by the Institute;
 - c) all monies received by the Institute as grants, gifts, donations, benefactions, bequests or transfers;
- xiii) to deposit all monies credited to the fund in scheduled banks or to invest them in consultation with the Finance Committee;
- xiv) to maintain proper accounts and other relevant records and prepare the Annual Statement of

Accounts including the Balance-sheet for every previous financial year, in such form as may be prescribed by the Rules/Bye-laws;

- xv) to delegate all or any of its powers to any committee or sub-committee constituted by it or to any officer of the Institute;
- xvi) to establish, on the advice of the Academic Council, Division/Departments of Art for the academic work and functions of the Institute, and to allocate areas of study, teaching and research to them;
- xvii) to frame rules and bye-laws to conduct examinations or tests for admission to the courses taught in the institute, to conduct examinations for degrees and diplomas and to declare the results of such examinations and tests and to confer, grant or award degrees, diplomas, certificates and other academic titles and distinctions;
- xviii) to fix the emoluments and travelling and other allowances of examiners, moderators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee;
- xix) to maintain hostels for the students and staff quarters, etc., as and when provided; and
- xx) to exercise, without prejudice to the Memorandum of Association, all such powers as are considered necessary and delegated to it to further the objectives of the Institute.

6C. Terms of office of the members of the Board of Management

Except ex-officio members, all members of the Board of Management shall hold office for a term of three years and shall be eligible for reappointment.

6D. Meetings of the Board of Management

- i) The Board of Management shall meet as often as necessary but at least twice in a year. Not less than 15 days notice for a meeting of the Board of Management shall be required and a copy of the proceedings of each meeting shall be furnished to the Chairman of the Institute as soon as possible after the meeting but prior to the commencement of the next meeting.
- ii) Each member of the Board shall have one vote and decisions at the meetings of the Board shall be taken by simple majority. Vice-chairman shall have a casting vote.
- iii) Every meeting of the Board shall be presided over by the Vice-chairman and, in his absence, by a member elected by those present.

- iv) One-third of the members of the Board of Management shall constitute the quorum for the meeting.
- v) Any business requiring immediate attention of the Board may be carried out by circulating an appropriate resolution based on agenda items thereon among all its members and any resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed at the meeting of the Board. The dissenting views if any, shall be communicated in writing by the member concerned.

6E. Constitution of the Standing Committees and the Ad-hoc Committees by the Board of Management

- i) Without prejudice to the Memorandum of Association and subject to the provision of the Rules/By-laws of the Institute, the Board of Management may, by a resolution, constitute such Standing Committees or Ad-hoc Committee or Committees for such purposes and with such powers as the Board may think fit for exercising any powers for discharging any function or functions of the Institute or for inquiring into, reporting and advising upon, any matter of the institute.
- ii) The Board of Management may co-opt such person or persons on the Standing Committees as it considers suitable.

6F. Delegation of powers of the Board of Management

The Board of Management may, by a resolution, delegate to the Vice-chairman or any other member of the Standing Committee or the Ad-hoc Committee, such of its powers as it may deem fit, subject to the condition that the action taken by the Vice-chairman or the member concerned of the Standing Committee or the Ad-hoc Committee concerned, as the case may be, in the exercise of the powers so delegated shall be reported upon at the next meeting of the Board of Management for ratification.

7. The Academic Council

The Academic Council shall be the principal academic body of the institute and shall, subject to the provisions of the Memorandum of Association and the Rules and Bye-laws, have the control over and be responsible for the maintenance of standards of education, teaching and training, inter-departmental co-ordination, research, examinations and tests within the Institute and shall exercise such other powers and

perform such other duties and functions as may be imposed or conferred upon it by the Rules and Bye-laws.

7A. Composition of the Academic Council

The Academic Council shall consist of the following persons :-

- i) Vice-chancellor of the Institute;
 - ii) Director of the Institute;
 - iii) Dean of Academic Affairs and Heads of the Departments of the Institute;
 - iv) Professors other than the Heads of the Departments of the institute;
 - v) One Reader from each Department, other than the Head of the Department, by rotation, in order of seniority, nominated by the Vice-chairman;
 - vi) One Lecturer from each department, by rotation, in order of seniority, nominated by the Vice-chairman;
 - vii) Five persons from amongst educationists of repute or persons from the field of museology, archaeology, archival studies, conservation, anthropology and the like but not in the service of the Institute, nominated by the Chairman in consultation with the Central Government;
 - viii) One nominee of the Chairman of the University Grants Commission;
 - ix) One representative from that Department of Central Government dealing with matters related to the Institute;
 - x) Two nominees out of those nominated at Rule 6A (ix), by rotation; and
 - xi) Registrar-non-member Secretary.
- The Vice-chancellor shall preside over the meetings of the Academic Council.

7B. Terms of Membership of the Academic Council

The term of members of the Academic Council, other than the ex-officio members, shall be of three years. However, the term of members under (v) and (vi) above shall be of one academic year. They are eligible for reappointment.

7C. Powers and Functions of the Academic Council

The Academic Council shall be the principal academic body of the Institute and shall exercise the following powers and duties in accordance with the provisions of the Memorandum of Association and Rules & Regulations of the Institute :-

- i) to exercise general supervision over the academic work of the institute and to give directions regarding methods of instruction,

- evaluation of research or improvements in academic standards;
- ii) to promote research within the Institute, and acquire reports on such research from time to time;
- iii) to consider matters of academic interest either on its own initiative or at the instance of the Board of Management, and to take proper action thereon;
- iv) to make arrangements for the conduct of examinations in conformity with the Bye-laws;
- v) to maintain proper standards of the examination;
- vi) to recognise diplomas and degrees of the universities and other institutions and to determine equivalence with the diplomas and degrees of the Institute;
- vii) to prescribe courses of study leading to award of degrees and diplomas of the Institute;
- viii) to appoint examiners, moderators, tabulators and such other personnel for different examinations;
- ix) to suggest measures for departmental coordination;
- x) to make recommendations to the Board of Management on :-
 - a) measures for improvement of standards of teaching, training and research;
 - b) institution of fellowships, travel grants, scholarships, medals, prizes, etc.;
 - c) establishment or abolition of Departments/ Divisions; and
 - d) Bye-laws covering the academic functioning of the Institute, its discipline, residence, admissions, examinations, award of fellowships and studentships, freships, concessions, attendance, etc.
- xi) to appoint academic sub-committees to advise on such specific matters as may be referred to it by the Board of Management;
- xii) to consider the recommendations of the sub-committees and to take such action (including making of its own recommendations to the Board of Management) as the circumstances in each case may require;
- xiii) to take periodical reviews of the activities of the Departments/Units/Sections and to take appropriate action (including making of recommendations for maintaining and improving the standards of instruction);
- xiv) to recommend creation of teaching posts of Professors, Associate Professors (Readers), Assistant Professors (Lecturers) and other such posts to the Board of Management; and

- xv) to exercise such powers and perform other such duties as may be conferred or imposed upon it by the Rules and Bye-laws.

7D. Meetings of the Academic Council

- i) The Academic Council shall meet as often as may be necessary but not less than twice during each academic year.
- ii) One-third of the strength of the Academic Council shall constitute the quorum for the meeting provided that one representative of the Central Government is attending the meeting.
- iii) Any business requiring immediate decision of the Academic Council to perform except such as may be placed before its meeting, may be carried out by circulation of a resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council.

8. The Finance Committee

8A. Composition of the Finance Committee

- i) Vice-chancellor of the Institute.
 - ii) Director of the Institute.
 - iii) Two representatives of that Department of the Central Government dealing with matters relating to the Institute of whom one shall be the Financial Adviser.
 - iv) Two nominees of the Board of Management, out of the five members nominated *vide* Rule 6A (ix).
 - v) A representative of the University Grants Commission.
 - vi) Registrar.
 - vii) Finance Officer of the Institute shall be its non-member Secretary.
- The Financial Adviser shall preside over the meetings of the Finance Committee.

8B. Terms of office of the members of the Finance Committee

All members of the Finance Committee, other than the Vice-chancellor, the ex-officio members and the Ministry's representatives, shall hold office for a term of three years. They are eligible for reappointment.

8C. Powers and Functions of the Finance Committee

- i) The Finance Committee shall meet as often as necessary but not less than twice in a year to examine the accounts and to scrutinise

proposals having financial implications and to make recommendations to the Board of Management in respect of these proposals.

- ii) The annual plan, annual accounts, audit and financial estimates of the Institute shall be placed before the Finance Committee for consideration and thereafter shall be submitted to the Board of Management together with the recommendations of the Finance Committee for approval.
- iii) The Finance Committee shall give guidance for vital expenditure, from time to time.

9. The Planning and Monitoring Board

9A. Composition of the Planning and Monitoring Board

- i) Vice-chancellor.
- ii) Joint Secretary of that Department of the Central Government dealing with matters relating to the Institute.
- iii) One representative of the U.G.C.
- iv) Director of the Institute.
- v) Three internal members.
- vi) Three outside eminent persons under 6A (viii).
- vii) Two Directors of museums of repute other than the Director of the National Gallery of Modern Art.
- viii) Registrar-non-member Secretary.

The Vice-chancellor shall preside over the meetings of the Planning and Monitoring Board.

9B. Functions of the Planning and Monitoring Board

The Planning and Monitoring Board shall be the principal planning body of the Institute and shall be responsible for the policy formulation, monitoring and evaluation of the development programmes of the Institute.

Provided that it shall have the right to advise the Board of Management and the Academic Council on any matter which it considers necessary for the fulfilment of the objectives of the Institute.

And, further provided that in case of any conflict, the Board of Management and/or the Academic Council shall record reasons in writing and the issues then shall be referred to the Chairman whose decision shall be final.

9C. Meetings of the Planning and Monitoring Board

- i) The Planning and Monitoring Board shall meet at least once a year.
- ii) The recommendations of the Planning and Monitoring Board shall be placed before the Board of Management for consideration and

approval. Proposals relating to academic matters shall be processed through the Academic Council.

OTHER COMMITTEES

10. Inter-university-users Committee

This shall be an Advisory Body to advise the Board of Management in matters relating to the utilisation of the resources of the Institute and the National Museum and other institutions by the university system.

Composition of the Inter-University-Users Committee

(1) Vice-chancellor, (2) Joint Secretary from that Department of the Central Government dealing with matters relating to the Institute, (3) Representative of the UGC, (4) One Vice-chancellor of a university which offers academic courses in the subjects, (5) Director of the Institute, (6) Four Heads of the Department of History of Art/Museology in Indian universities, (7) Three nominees of the Board of Management nominated to the Board *vide* Rule 6A(ix), (8) The Registrar shall be the non-member Secretary.

The Vice-chairman shall preside over the meetings of the Inter-university-users Committee.

11. Selection Committee/Appointments

Appointment to the post of Professors, Associate Professors (Readers), Assistant Professors (Lecturers) and other academic posts in the Institute shall be made in accordance with the Recruitment Rules made as per norms and guidelines prescribed by the University Grants Commission from time to time. Composition of the Selection Committee shall be provided in the relevant Recruitment Rules.

Appointing authority, disciplinary authority and appellate authority for each category of posts in the Institute shall be such as provided in the Bye-laws framed in this behalf.

Meetings of the Selection Committee

- i) The meeting of the Selection Committee/Committees shall be convened by the Chairman of the respective Selection Committee, as and when necessary.
- ii) Four members of the Selection Committee, including at least two experts shall form the quorum.
- iii) If the Board of Management is unable to accept the recommendations of the Selection Committee, it shall record its reasons in writing for it and the case will then be submitted to the Chairman of the Institute whose decision shall be final in the matter.

12. The Board of Studies

There shall be one Board of Studies for each Department of the Institute.

12A. Composition of the Board of Studies

The Board of Studies of each Department shall consist of :-

- i) Head of the Department.
- ii) All Professors of the Department.
- iii) Two Readers of the Department, by rotation, according to seniority.
- iv) Two Lecturers of the Department, by rotation, according to seniority.
- v) Not more than two persons to be co-opted by the Chairman of the Board of Studies for their expert knowledge of the concerned subject.

The Head of the Department shall preside over the meetings.

12B. Powers and functions of the Board of Studies

The powers and functions of the Board of Studies shall be prescribed by the Bye-laws of the Institute.

13. The Grievance Cell

The Heads of the Departments shall constitute the Grievance Cell of the Institute which shall submit its recommendations to the Director of the Institute. If the grievance is still not solved it shall be referred to the Vice-chairman who shall be the appellate authority. This Cell shall meet as often in a year as required.

14. Officers of the Institute

The following shall be the officers of the Institute:

- i) Vice-chancellor
- ii) Director of the Institute
- iii) Dean of Academic Affairs
- iv) Heads of the Departments
- v) Registrar
- vi) Finance Officer and such other officers as may be prescribed by the Rules/Bye-laws.
- i) Vice-chairman
 - a) Vice-chairman of the Society shall be the Vice-chancellor of the Institute.
 - b) The Vice-chairman may, if he is of the opinion that an emergency has arisen which requires immediate action to be taken in any matter, exercise any power conferred upon any Authority of the Institute under the Memorandum of Association and the Rules and Bye-laws, and take such action and shall report for approval to the concerned Authority on the action taken by him on such

matters, provided that, if the action taken by the Vice-chairman is not approved by the Authority concerned, he may refer the matter to the Chairman, whose decision thereon shall be final, provided further that, where any such action taken by the Vice-chairman affects any person in the service of the Institute, such person shall be entitled to prefer, within thirty days from the date on which he receives notice of such action, an appeal to the Board of Management.

- c) The Vice-chairman shall exercise such other powers and perform such other functions as may be prescribed by the Rules and Bye-laws.
- d) The Vice-chairman shall exercise such other powers as may be delegated to him by the Board of Management/Academic Council.
- e) The Vice-chairman shall have the powers to redelegate his powers to any of the officers of the Institute.
- f) The Vice-chairman shall have the power to convene or cause to be convened meetings of the various bodies of the Institute.
- g) The functions of the Vice-chairman shall be:
 - i) to coordinate utilisation of the facilities and infrastructure as per the Rules and Regulations of the Institute;
 - ii) to plan and promote the development of the infrastructure of the Institute as per the Rules and Regulations;
 - iii) to ensure cultural and educational linkage between the Institute and the National Museum and other cultural institutions;
 - iv) to aid and advise the Chairman in all such matters which will contribute to the development of the Institute; and
 - v) to organise and regulate the faculty which will be placed at the disposal of the Institute through the appropriate procedures.
- ii) Director of the Institute
 - a) The Director (equivalent to the Pro-Vice-chancellor of a university) shall be appointed by the Board of Management on the recommendations of the Vice-chancel-

lor who will choose the candidates from amongst the Professors of the Institute, provided that if the recommendation of the Vice-chancellor is not accepted by the Board of Management, the matter shall be referred to the Chairman who may either appoint the person recommended by the Vice-chairman or ask the Vice-chancellor to recommend another person to the Board of Management. Provided further that the Board of Management may, on the recommendation of the Vice-chancellor, appoint a Professor to discharge the duties of a Director in addition to his own duties as a Professor.

b) The term of the Director shall be of 3 years or until the expiration of the term of office of the Vice-chancellor or till the attaining of age of superannuation by the Director, whichever is the earliest.

c) The powers, functions, responsibilities and other conditions of service of the Director shall be prescribed in the Bye-laws.

d) Subject to the control and supervision of the Vice-chancellor, the Director shall perform such duties and exercise such functions and powers as the Vice-chancellor may specify generally or in individual cases and shall assist the Vice-chancellor in all academic and administrative matters.

e) During the absence of the Vice-chancellor for any reason whatsoever, the Director shall perform the duties of the Vice-chancellor.

iii)&iv) Dean of Academic Affairs and Heads of the Departments

a) There shall be one Dean of Academic Affairs, to be nominated by the Vice-chairman from amongst the Heads of the Departments, by rotation. His tenure shall be for 3 years.

b) There shall be a Head of the Department for each of the Departments in the Institute who shall be appointed by the Board of Management on the recommendation of the Vice-chairman from amongst the seniormost Professors of the Department provided that if there is no Professor in the Department the Vice-chairman may appoint an Associate Professor (Reader) of the Department, provided further that if there is no Associate Professor in the Department, the Vice-chairman may ap-

point the seniormost Assistant Professor (Lecturer) to function temporarily as the Head of the Department.

c) The term of the appointment of the Head of the Department shall be of 3 years, by rotation, from amongst the seniormost Professors/Associate Professors/Assistant Professors, as the case may be.

d) The powers and functions of the Dean of Academic Affairs and Heads of the Departments shall be prescribed by the Bye-laws of the Institute.

v) Registrar

a) The Registrar shall be a wholetime salaried officer of the Institute and shall be appointed by the Board of Management on the recommendation of a Selection Committee consisting of the following:

i) Vice-chancellor of the Institute - who shall preside over the meeting of the Committee.

ii) Joint Secretary incharge in the concerned Department, Government of India.

iii) Two persons to be nominated by the Chairman.

b) Qualifications of the Registrar

i) Master's degree of a recognised university.

ii) Minimum of 10 years experience in accounts and general administration.

or

iii) Persons with 10 years administrative experience and who have qualifications comparable to those required for appointment to the post of a Reader may also be considered.

The Board of Management shall have the power to relax the qualifications or experiences mentioned in Clause (ii) & (iii) above for reasons to be recorded in writing.

c) The emoluments and other terms and conditions of the service of the Registrar shall be such as are prescribed from time to time.

d) When the office of the Registrar is vacant or when the Registrar is absent by reason of illness or any other reason, the duties and functions of the Registrar shall be performed by such other senior person as may be appointed by the Vice-chancellor for the purpose.

e) The Registrar shall be ex-officio non-member Secretary of the Society, the Board of Management, the Academic Council and the Planning and Monitoring Board and member of the Finance Committee.

f) The Registrar shall be directly responsible to the Vice-chancellor or in his absence to the Director of the Institute.

g) The duties of the Registrar are as follows :

- i) He shall be the custodian of the records and of the funds of the Institute as the Board of Management may commit to his charge.
- ii) He shall conduct the official correspondence on behalf of the Authorities of the Institute.
- iii) He shall issue notices and convene meetings of the Committee and Sub-Committees appointed by any Authority as per the instructions of the Vice-chairman.
- iv) He shall prepare the agenda and keep the minutes of the meetings of all the Authorities of the Institute and of all the Committees appointed by any of these Authorities.
- v) He shall make arrangements for and supervise the examinations conducted by the Institute.
- vi) He shall represent the Institute in suits or proceedings by or against the Institute, sign powers of attorney and perform pleadings or depute his representative for this purpose.
- vii) He shall supply to the Chairman copies of the agenda of meetings of the Authorities of the Institute as soon as they are issued and the minutes of the meetings of the Authorities ordinarily within a month of the holding of the meetings.
- viii) In an emergency, when the Vice-chairman or the Director is not able to act, he may call for a meeting of the Board of Management forthwith and take its directions for carrying on the work of the Institute.
- ix) He shall enter into agreements, sign documents and authenticate records on behalf of the Institute.
- x) He shall prepare and maintain seniority lists and other service records of each class of employees.
- xi) He shall perform such other duties as may be specified in the Rules and Bye-laws or as may be specified by the Board of Management or by the Vice-chairman from time to time.

vi) **Finance Officer**

- a) The Finance Officer shall be a wholetime salaried officer of the Institute and shall

be appointed by the Board of Management in accordance with the Recruitment Rules framed in this behalf.

- b) The emoluments and other terms and conditions of service of the Finance Officer shall be such as prescribed by the Bye-laws.

- c) The Finance Officer shall work under the supervision of the Vice-chancellor and in his absence under the Director and will be accountable to the Board of Management through the Vice-chancellor. He shall be the ex-officio non-member Secretary of the Finance Committee.

- d) Subject to the control of the appropriate Authority of the Institute, he shall be responsible for the preparation of the Annual Estimates and Statement of Accounts for submission to the Finance Committee, the Board of Management and the Society.

15. Seniority list

- i) Whenever, in accordance with the Rules, any person is to hold an office or to be a member of an Authority of the Institute, by rotation, according to the seniority, such seniority shall be determined according to the Bye-laws applicable to such persons and in accordance with such other principles as may be laid down in the Bye-laws from time to time.

- ii) It shall be duty of the Registrar to prepare and maintain in respect of each class of persons to whom the provisions of these Rules apply, a complete and up-to-date seniority list and other Service Records in accordance with the provisions of the foregoing clause.

16. Delegation of powers

Subject to the provisions of these Rules and Bye-laws any Authority/Officer of the Institute may delegate its/his power/powers to any other Authority/Official under its/his respective control and subject to the conditions that the overall responsibility for exercise of the powers so delegated shall continue to rest with the Authority/Officer delegating such power.

17. Dispute as to membership

If any question arises, whether any person has been duly elected or appointed or is entitled to be a member of any Authority or any Committee of the Institute, the matter shall be referred to the Chairman whose decision thereon shall be final.

18. The right of the Central Government to inspect the Institute

- i) The Government of India shall have the right to cause an inspection to be made by such person as it may direct, of the Institute, laboratories and equipments and such, as also examinations, teaching and other work carried on or done by the Institute and, if necessary, to cause an inquiry to be made in respect of any matter connected with the administration or finance of the Institute.
- ii) The Government of India, shall, in every case, give notice of 15 days to the Institute of its intention to cause an inspection or inquiry to be made and on receipt of such a notice the Institute shall have the right to make such representation to the Government of India as it may consider necessary.
- iii) Where an inspection or inquiry has been caused to be made by the Central Government the Institute shall be entitled to appoint a representative who shall have the right to be present and to be heard at such inspection or inquiry.
- iv) The Central Government may communicate the result of such inspection or inquiry together with such advice as it may be pleased to offer as to the action to be taken by the Society or the Vice-chairman who shall place the same before the Board of Management and shall communicate the same to the Chairman of the Society.
- v) The Society shall give proper consideration to the said communication regarding the result of inspection or inquiry and the proposals for action by the Institute and communicate to the Central Government within 60 days of the receipt of such communication the action, if any, which it proposes to take or has taken upon the result of such inspection or inquiry.
- vi) Where the Society fails to communicate, within the aforesaid period or after such communication to the Vice-chairman, fails to take any action to the satisfaction of the Central Government, the Central Government may, after giving due consideration to the communication furnished or representation made by the Society of the Institute to it, issue such directions as it may think fit and the Society of the Institute shall comply with such directions.

19. Review of the Academic activities of the Institute
The academic activities of the Institute may be

reviewed by the Board of Management of the Institute after 5 years and the report shall be submitted to the Chairman who shall cause it to be considered in a meeting of the Society and forward it to the Central Government.

20. Resignation

Any member, other than an ex-officio member of any Authority or Committee, may resign, by a letter addressed to the Registrar and the resignation shall take effect as soon as it is accepted by the Authority competent to accept the resignation.

21. Presiding over a meeting in acting capacity

Where no provision is made for a Chairman to preside over a meeting of any Committee, or if the Chairman of a Committee is absent, the members shall select one from amongst themselves by a simple majority who will preside over such meetings.

21A. Quorum

Wherever no provision is made, the presence of at least 25% of the members of respective committees will form the quorum, provided that no quorum is necessary for an adjourned meeting.

22. Validation of certain Acts/Sections

No act or proceeding of any Authority or anybody or any Committee of the Institute shall be invalid merely by reasons of:-

- i) any vacancy therein or any defect in the constitution thereof; or
- ii) any defect in the nomination or appointment of a person acting as a member thereof; or
- iii) any irregularity in its procedure not affecting the merits of the case.

23. Disqualification

A person shall be disqualified from being a member of any of the Authorities/Committees of the Institute :-

- i) if he is of unsound mind or is deaf, mute or suffers from contagious leprosy;
- ii) if he is an undischarged insolvent;
- iii) if he has been convicted by a court of law of an offence involving moral turpitude; and
- iv) if any question arises as to whether a person is or has been subjected to any disqualification mentioned above, the question shall be referred for decision to the Chairman and his decision shall be final.

24. Filling of Casual Vacancies

Casual vacancies among the members (other than

the ex-officio members) or any Authority or any Committee of the Institute shall be filled as soon as it may be convenient, by the Authority or Committee who appointed or co-opted the member whose place has become vacant. The person appointed or co-opted to a casual vacancy shall be a member of such Authority or Committee for the residual term for which the person whose place he fills would have been a member.

25. Bye-laws

Subject to the provisions of the Memorandum of Association and the Rules and Bye-laws, the Board of Management of the Institute shall have the power to frame Bye-laws on behalf of the Society which may provide for all or any of the following matters :-

- i) the establishment of Departments of Teaching;
- ii) the admission of students to the Institute and their enrolment as such;
- iii) the courses of study to be laid down for all degrees, diplomas and certificates of the Institute;
- iv) the grant of academic awards (such as degrees and diplomas) and distinctions;
- v) the fees to be charged for courses of study in the Institute and for admission to the examinations, degrees, diplomas and certificates of the Institute;
- vi) the creation and prescription of the conditions for the award of fellowships, scholarships, medals and prizes;
- vii) the conduct of examinations, appointment of examiners and approval and publication of results thereof;
- viii) the maintenance of discipline amongst the students of the Institute;
- ix) the classification of emoluments, methods of selection and appointment and the determination of the terms and conditions of service of the teaching and other staff of the Institute;
- x) the constitution of pension, provident fund, insurance and such welfare provisions for the benefit of the officers, teachers, academic staff and other staff of the Institute;
- xi) the creation, composition and functions of any Committee or Body which is considered necessary for the work of the Institute.
- xii) the preparation and submission of budget estimates, annual financial statements, annual audits and reports;
- xiii) the procedure for convening of meetings of any Authority or Committee;
- xiv) the laying down of procedure to be observed

at any meeting of any Authority or any Committee; and

- xv) all other matters which by this Memorandum of Association or the Rules may be provided for the Bye-laws, provided that no Bye-laws shall be made affecting the discipline of students, admission or enrolment of students, conditions, mode of appointment or duties of examiners or the conduct or standard of examinations or any course of study without consulting the Academic Council.

26. Interpretation clause

In the event of conflict of opinion with regard to interpretation of the Rules and Bye-laws, the opinion of the Board of Management shall prevail. As regards the Memorandum of Association, the question shall be referred to the Chairman who in consultation with the Central Government shall take a decision which shall be final.

27. Bar on payment or transfer of the income of the Institute by way of profits

No portion of the income of the Institute shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to the persons who were at any time or are members of the Institute or to any of them or any person claiming through them or any of them, provided that nothing herein contained shall prevent the payment, in good faith, of remuneration as consideration for any service rendered to the Institute or for travelling or other allowances and such other charges.

28. Legal proceedings

- i) For the purpose of Section 6 of the Societies Registration Act XXI, 1860, the person in whose name the Institute may sue or be sued shall be the Registrar.
- ii) No suit or legal proceedings shall lie against the Central Government or University Grants Commission or the Institute or an Officer of the Institute or a Member of the Authority or Committee of the Institute in respect of anything done or purported or intended to be done in pursuance of any article of the Memorandum of Association or the Rule or Bye-laws made thereunder.

29. Dissolution

If upon dissolution of the Society under Section 13 of the Societies Registration Act XXI, 1860 as amended from time to time, there shall remain after satisfaction of all its debts and liabilities, any prop-

erty whatsoever, the same shall not be paid to or distributed among members of the Society. Such property shall be given to the Central Government to be utilised for any purpose it may determine.

30. Alterations, Amendments and Additions in the Rules

Subject to the provisions of the Societies Registration Act XXI of 1860, the Society may alter or extend the purposes for which it is established with the prior approval of the Central Government. The Rules and Bye-laws of the Institute may be altered, amended and added by a Resolution passed by a majority of the members of the Society present at any meeting of the Society duly convened and held for the purpose and shall become effective after approval of the Central Government. However, the amendments shall become effective only after they are duly registered with the Registrar of Societies.

31. Funds, Accounts, Audits and Annual Report

- i) The income of the Institute, howsoever derived, shall be utilised solely for promoting the objects of the Institute as set forth in the Memorandum of Association.
- ii) The accounts of the Institute shall be maintained in the name of the Institute and not in the name of a particular Trust or Society financing or sponsoring the Institute.
- iii) The accounts of the Institute shall be kept in such forms as may be laid down by the Board of Management and shall conform to the rules, if any, prescribed by the University Grants Commission/the Central Government.
- iv) The accounts of the Institute will be open to examination and audit by the Comptroller and Auditor General of the Government of India.

v) All funds belonging to the Institute or under the control of the Board of Management shall be shown separately in the accounts of the Institute.

vi) Annual Reports and the Audit Reports shall be submitted to the Central Government within the prescribed period of the closure of the accounting year for the purpose of being laid on the Table of the Houses of Parliament.

32. All provisions of the Societies Registration Act (XXI of 1860) as extended to the Union Territory of Delhi shall apply to the Society. Soon after the Annual General Meeting, a list of members of the Society shall be forwarded to the Registrar of Societies.

33. Transitory Provisions

Notwithstanding anything contained herein :-

- i) All the officers and functionaries of the Institute shall continue to function in their respective capacities till such appointments are made in accordance with the provisions of the Rules and Bye-laws.
- ii) All the appointments made prior to the enforcement of these Rules and Bye-laws shall be deemed to be valid in accordance to these Rules and Bye-laws and no alteration to the service conditions of any employee be made due to amendment to these Rules and Bye-laws. If any alteration of the service conditions of the existing employees are made, it shall be done only with the prior consent of the employee/employees concerned.

34. We, the following members of the Society/Institute, certify that the above is a correct copy of the Rules of the Institute :

S.No.	Name	Designation	Address	Signature	Attestation
1.	Minister-in-charge of Education & Culture Government of India		Shastri Bhavan, New Delhi	<i>[Signature]</i>	(T. N. BAIPAL) Under Secretary Department of Culture, Government of India, New Delhi
2.	Shri Romesh Bhandari	At present Lt. Governor of Delhi	18 Akbar Road, New Delhi	<i>[Signature]</i>	(T. N. BAIPAL) Under Secretary Department of Culture, Government of India, New Delhi
3.	Prof. K. Sachidananda Murty	At present Vice- Chairman, U.G.C.	Bahadur Shah Zafar Marg, New Delhi	<i>K.S. Murty</i>	(T. N. BAIPAL) Under Secretary Department of Culture, Government of India, New Delhi
4.	Shri H.Y. Sharada Prasad	At present Secretary, Indira Gandhi Memorial Trust	1 Akbar Road, New Delhi	<i>[Signature]</i>	(T. N. BAIPAL) Under Secretary Department of Culture, Government of India, New Delhi
5.	Prof. Mulk Raj Anand	Noted writer and art critic	25, Cuffe Parade, Colaba, Bombay	<i>[Signature]</i>	(T. N. BAIPAL) Under Secretary Department of Culture, Government of India, New Delhi
6.	Prof. B.B. Lal	Noted archaeologist	C/o Wing Commandar Rajesh Lal, Officer Commanding, 21 Squadron, Indian Air- force, C/o 56 APO	<i>B.B. Lal</i>	(T. N. BAIPAL) Under Secretary Department of Culture, Government of India, New Delhi
7.	Dr. L.P. Sihare	At present Director General, National Museum	33, Prithviraj Road, Flat 7B, New Delhi	<i>[Signature]</i>	(T. N. BAIPAL) Under Secretary Department of Culture Government of India New Delhi



5/1966
R.L.S.

27/01/1966
[Handwritten notes and stamps]

CERTIFIED TO BE TRUE COPY
REGISTRAR OF SOCIETY DELHI
27/1/66

No.CIT-VI/TE(96)/ 89/ 53

Office of the
Commissioner of Income-tax,
Delhi-VI New Delhi.

Dated: 20/6/89

**National Museum Institute of History
of Art, Conservation & Museology,
c/o National Museum, Janpath,
New Delhi.**

Sub:- Exemption u/s 80-G of I.Tax Act, 1961 -

Exemption u/s 80-G of the I.T.Act, 1961 is hereby granted to you.
Donation made to you will be eligible for deduction u/s 80-G of the
I.T.Act, 1961 in the hands of the donors subject to the limits and
conditions prescribed in the said section.

2. This exemption certificate is valid for the period -

14-6-1989 to 30-6-1990.



M. S. CHOEN
(M. S. CHOEN)
COMMISSIONER OF INCOME TAX,
DELHI-VI, NEW DELHI

NOTE

1. Receipts issued to the donors should bear the number and date of this order and should state clearly the period for which the certificate is valid.
2. This certificate of exemption does not confer any right on the Trust/Institution to claim exemption from Income-tax in its assessment. The assessing I.T.O. may separately examine if the assessee is charitable within the meaning of sec.2(15) of the I.T.Act, 1961 and whether the conditions laid down by section 11, 12, 12A(b) and 13 are satisfied.
3. For renewal of this exemption an application should be made to this office one month before the expiry of the exemption period already allowed alongwith the following documents/details:
 - a) Certificate to the effect that provisions of section 13(1)(c) of the I.T.Act, 1961 have not been infringed.
 - b) Certificate to the effect that there is no change in the aims and objects and the rules and regulations (in case of change, details may be mentioned).
 - c) Details of returns of income, if any filed with the ITO.
 - d) Copies of last three assessment orders passed, if any.
 - e) Copy of latest Income and Expenditure A/c and Balance sheet.
 - f) A note on activities carried out during the last one year.
4. While applying for renewal of exemption reference No. and date of this certificate should be quoted.

Copy to:- The Income-tax Officer, Trust Ward 9(2), New Delhi.

Income-tax Officer(HI-VI)
for Commissioner of Income-tax,
Delhi-VI, New Delhi.

