

Draft
MEMORANDUM OF UNDERSTANDING

Between

**National Council for Promotion of Urdu
Language**

And

**Department of Higher Education
Ministry of Education
Government of India**

For

2022-23

MEMORANDUM OF UNDERSTANDING between National Council for Promotion of Urdu Language and Department of Higher Education, Ministry of Education, Government of India for 2022-23

This Memorandum of Understanding (MoU) is being signed between

the first party, Department of Higher Education, Ministry of Education, Government of India (hereafter referred to as Ministry of Education)

and

the second party, National Council for Promotion of Urdu Language (hereafter referred to as the Institution)

with the objective to measure the performance of the Institution on key selected parameters against the targets set so as to improve the performance on the critical parameters of the organisation.

This MoU has been structured into five parts:

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| Part I: | Mission, Vision and Objectives |
| Part II: | Exercise of Enhanced Autonomy and Delegation of Financial Powers |
| Part III: | Performance Evaluation Parameters and Targets |
| Part IV: | Facilitation/Assistance from MHRD |
| Part V: | Action Plan for Implementation and Monitoring of the MOU |

PART I. MISSION, VISION AND OBJECTIVES

National Council for Promotion of Urdu Language is an autonomous organization under the Ministry of Education, Department of Higher Education, Government of India which mandated as under: -

(a) Objectives:

- 1 to promote, develop and propagate Urdu language.
- 2 to take action for making available in Urdu language, the knowledge of scientific and technological development as well as knowledge of ideas evolved in the modern context.
- 3 to advise the Government of India on issues connected with Urdu language and having bearing on education as may be referred to it.
- 4 to undertake any other activity for promotion of Urdu language as may be deemed fit by the Council.

(b) The main functions of the Council are as under: -

1. to undertake production of literature in Urdu language including books on Science and other branches of modern knowledge, children's literature text-books, reference works, encyclopedia, dictionaries etc.
2. to collect and evolve technical terms relating to various disciplines of knowledge to enrich Urdu language.
3. to undertake and provide for publication of journals and periodicals in furtherance of its objects.
4. to arrange for the sale of publications and their exhibitions in the country and outside the country on appropriate occasions.
5. to promote Urdu Typewriting & Shorthand.
6. to help in development of computerization with a view to develop Urdu language to meet with the advanced technological requirements of the age.

7. to formulate/implement schemes and projects for learning of Urdu language through the medium of English and Hindi and other Modern Indian Languages including teaching through correspondence course.
8. to liaise with State Governments and other agencies in matters relating to promoting and development of Urdu language.
9. to provide financial assistance and guidance to Non-Government Organizations for propagation of Urdu language.
10. to co-ordinate the activities of State Urdu Academies.

NCPUL has also been assigned the additional responsibility of promotion of Arabic & Persian languages which have played an important role in the development of composite culture in India.

B. Programme for the year 2022-23

1.	<u>Technical Education</u> Establishment of Computer Applications, Business Accounting and Multilingual DTP Centres (CABA-MDTP)	For transfer of information technology to language and making Urdu speaking boys and girls part of employable technological work force of India, the Council run Study Centres through registered voluntary organization to teach one year Diploma in Computer Applications, Business Accounting and Multilingual DTP including InPage Urdu software. One Year Urdu Learning Course which is parallelly run also compulsory for CABA-MDTP aspirants. Most of the students get the employment in centres and local/private/commercial institutions. It is proposed to open 50 new centre to add in existing 561 Centres including 228 accredited Centre to make 611 centres will be continued. Approximately 27500 students are likely to pursue this course.			
Physical Targets		Financial Targets (Rs. in lakh)			
	Existing New Total NER	Gen	NER	Capital	Total
Centres (NCPUL)	333 50 383 10				
Accredited/phased out	228 228				
Total	561 00 611	3170.00	750.00	-	3920.00
Students	27064 27500				
Faculties	1560 1660				
2.	Calligraphy and Graphic Design Centres.	To preserve and promote traditional calligraphy, a rich heritage of India and dovetailing it with the modern graphic design so as employment and entrepreneurship is created, the Council run 2 years diploma course Calligraphy & Graphic Design through voluntary organization to give training of traditional calligraphy art with a view produce employable workforce in new techniques of graphic design and advertising world, these centres produce employable work force.			
Physical Targets		Financial Target (Rs. in lakh)			
	Existing New Total NER	Gen	NER	Capital	Total
Centres	63 10 79 01				
Learner	3200	355.00	-	-	355.00
Faculties	219				
3.	Grant-in-Aid (Urdu)	The NCPUL provides financial assistance to various NGOs towards selects activities for promotion of Urdu.			
3.1	Support to organizations for select Urdu promotion activities.	In order to promote Urdu Language in various parts of the country, NCPUL provides financial assistance to voluntary and other organizations to hold seminar, workshops and academic conferences upto monetary limit for Rs. 37500, State level Rs.75000, National level Rs. 150000 & International level Rs. 450000.			
Physical Targets		Financial Targets (Rs. in lakh)			
		Gen	NER	Capital	Total
VOs - 360 Nos. Seminar including lecture series		113.00	05.00	-	118.00

3.2	Bulk Purchase of Books	To encourage writing of valuable books by bonafide Author/Editor/Translator etc. of Urdu language. A maximum number of 150-300 copies of a book / journal may be purchased in one year subject to a maximum of Rs. 30,000/- for creative writing and Rs. 45,000/- for rest of the books and Rs.45,000/- for periodicals/journals. In addition to, if the price of the book is upto or less than Rs. 100/- than quantity of the book may be purchased upto 300 copies.
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Physical Targets		Financial Targets (Rs. in lakh)			
Titles - 364 inclusive Journal		Gen	NER	Capital	Total
		126.00	-	-	126.00

3.3	Publication of Manuscript	NCPUL provides financial assistance 80% of approved estimate of 500 prints (copies) subject to a maximum of Rs.75,000/- ordinarily whichever is less for printing manuscripts in Urdu after due evaluation by experts.
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Physical Targets		Financial Targets (Rs. in lakh)			
Authors – 306		Gen	NER	Capital	Total
		106.00	-	-	106.00

3.4

Financial assistance for projects	NCPUL provides financial assistance on request to authors/experts, commission academic projects linguistic survey and field studies upto monthly limits Rs. 105000/- under the following heads: i) Rs. 75,000/- as an honorarium for projects. ii) Rs. 15,000/- for travel iii) Rs. 15,000/- for contingency including stationery, postage, photocopy etc. and books purchased for the project. iv) Subject to minimum 250 to 300 pages.
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Physical Targets		Financial Targets (Rs. in lakh)			
Authors –60		Gen	NER	Capital	Total
		35.00	-	-	35.00

3.5	Urdu Press Promotion. (through approved agency)	NCPUL provides financial assistance to small and medium Urdu newspapers for availing Urdu service. This scheme has helped in harmonizing news and views in Urdu Press, thus it is an important programme of mainstreaming of Urdu press. Subsidy will be given through the approved agency to small and medium Urdu newspapers.
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Physical Targets		Financial Targets (Rs. in lakh)			
Subsidy News Papers – 350 - 275.00 Advertisement – 730 papers - 50.00		Gen	NER	Capital	Total
		256.00	-	-	256.00

4	Publication of books & periodicals (Inhouse)	NCPUL is the principal Urdu publication house under the Government of India. The publications of NCPUL have been rated very high in the academic circles. The focus of publication programme remains on production of quality children literature and textbooks for Urdu medium schools. The most important activity under publication is making available authentic texts produced during last 300 years of evolution of Urdu poetry and prose. Three magazines and one journal are useful to enriched the knowledge in modern context.
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Physical Targets		Financial Targets (Rs. in lakh)			
New Titles - 27 Reprint - 32 Course Book - 76 Urdu Duniya - 12 Journal (Fikr-o-Tehqeeq) - 04 BachchonkiDuniya - 12 Magazine KhwatinDuniya- 12		Gen	NER	Capital	Total
		355.00	-	-	355.00

5	Book Promotion	NCPUL promotes Urdu books through Sales and Exhibition across the country. After the grand success of 24 th Kul Hind Urdu Kitab Mela at Malegaon. NCPUL is proposing to hold 25 th All India Book Fair at Mumbai. Earlier the Book Fairs held at Delhi (4), Mumbai (4), Hyderabad (3), Srinagar (3), Lucknow (2), Kolkata (1) Patna (1), Malegaon (2), Bangalore (1) Aurangabad (1), Bhiwandi (1) Solapur (1), Kishangunj (1).
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Physical Targets		Financial Targets (Rs. in lakh)			
a) NCPUL Fair - 01 b) Other participation - 06 c)Exhibition on wheels - 04 d) Other National - 01		Gen	NER	Capital	Total
		102.00	-	-	102.00

6	Academic Projects/ Collaboration(In house)	NCPUL undertakes the project related to production, dictionaries, Encyclopedia, Children's literature and reference books etc. Under this scheme following programmes will be undertaken:
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Physical Targets		Financial Targets (Rs. in lakh)			
		Gen	NER	Capital	Total
Panel Meetings	-20	103.00	-	-	103.00
Academic Projects/Collaboration	- 50				
In house Dictionary/Encyclopedia /Terminology	- 03				
Development of Urdu learning App	- 01				
Software for sale of books	- 01				
E-Kitaab & Library	-07				

7	International Conference, National Conference, Mushaira, Cultural Events etc.	National/International/Seminars/Conferences/Symposia/ Workshops are organized directly or through collaboration of the voluntary organizations/madrasa/school/colleges/State Urdu academics in promotion and development of Urdu language. Eminent educationists, Urdu scholars in the field of Urdu language/literature are invited to participate. This helps in making future plan of development of Urdu language and education based on the paper contents of various scholars discussed in the seminars/conferences.
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Physical Targets		Financial Targets (Rs. in lakh)			
		Gen	NER	Capital	Total
International Conference in India	- 01	75.00	-	-	75.00
National Conference/Workshop/Mushaira/Cultural Events etc.	-10				
Urdu Day-01					

8	Production & Telecast of Urdu Duniya programme on Television.	To boost & popularize Urdu Language awareness among Urdu population about activities undertaken for the promotion of Urdu language, literatures and culture at National level, NCPUL started production & telecast through television. The weekly episodes of half an hour have been airing since 8 th January 2011 on National ETV (Urdu) now News 18TV.
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Physical Targets		Financial Targets (Rs. in lakh)			
		Gen	NER	Capital	Total
Episodes (ETV) -	52 episodes	59.00	-	-	59.00

9	Short term on capacity building of working Urdu Journalists.	To Build capacity among the Urdu Journalist and to improve standard with creative and script writing in Urdu newspapers and other matters related to further strengthening of Urdu Press, NCPUL has conducted a 'Short term course on capacity building of Urdu working journalists' to improve their creative writing in Urdu newspapers.
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Physical Targets		Financial Targets (Rs. in lakh)			
		Gen	NER	Capital	Total
Programme –	01	09.00	-	-	09.00

10 **Vocational Course under NVEQF**

Physical Targets					Financial Targets (Rs. in lakh)			
					Gen	NER	Capital	Total
Existing	New	Total			24.00	-	-	24.00
Paper Mache	- 02	05	07					
Faculties			15					

11	Distance Education (Urdu) One Year Diploma in Urdu Language & Urdu Online Learning Programme	To fulfill the requirement of a large number of learners across the country and popularize Urdu language and its script, the Council runs one year Diploma in Urdu through Hindi and English mediums on distance education mode. This course has received an overwhelming response throughout the country. 'Urdu Online Learning Programme' also is presently functioning wherein the Urdu learners within country and abroad registers themselves. Urdu centres with existing CABA-MDTP centres will be added to make 1564 centres including 611 (CABA-MDTP Centres) where the Urdu Diploma course is compulsory to pass. Approximately 90500 students are likely to pursue this course.
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Physical Targets					Financial Targets (Rs. in lakh)			
					Gen	NER	Capital	Total
Diploma (Urdu) Centre	Existing	New	Total	NER	860.00	100.00	-	960.00
Student*	871	83	954	60				
Faculties			1706					
CABA-MDTP								
Centres (NCPUL)	Existing	New	Total	NER				
Accredited/phased out	333	50	383	10				
Total	228		228					
Students	561	00	611+ 954=1565)					
Faculties			27500					
Total Students*	561		1706+561=2267					
	63000 + 27500 =		90500					

12

Promotion of Promotion of Arabic/Persian language through Distance Education & support to NGOs/ individuals.

Government of India recognizes the importance of classical languages through Arabic and Persian in preserving the Cultural heritage of India. Therefore, the Council assigned the additional responsibility to administer scheme for promotion of these languages which includes Grant-in-Aid to voluntary organizations towards the salaries of teachers in these languages, Bulk Purchase Scheme of Books, publication of manuscripts, organizing workshops, seminars etc. The Council runs Two Year Diploma and One year Certificate Correspondence course in Arabic/Persian Language through Study Centre allotted to NGOs like Maktabas, Madrasas, DarulUloom and schools.

Physical Targets					Financial Targets (Rs. in lakh)			
					Gen	NER	Capital	Total
<u>Two Year Diploma (Arabic)</u>					796.00	45.00	-	841.00
Existing New Total NER								
Study Centre	463	50	513	17				
Student	32250							
Faculty	1661							
<u>One Year Certificate Course (Arabic)</u>					366.00	40.00	-	406.00
Existing New Total NER								
Study Centre	482	50	532	33				
Student	29050							
Faculty	880							
<u>One Year Certificate in Persian Language</u>					82.00	5.00	-	87.00
Study Centre	99	25	124	04				
Students	6000							
Faculty	208							
<u>Grant-in-Aid</u>					24.00	-	-	24.00
Manuscript	- 32							
Seminar	- 15							
Bulk Purchase	- 17 Titles							
Project	- 11							

13

Office Expenses

There would be expenses on establishment and office expenses to run the over these scheme.

Physical Targets		Financial Targets (Rs. in lakh)			
Office / Capital Expenses		Gen	NER	Capital	Total
		790.00	-	-	790.00

The projections of Rs. 8751.00 lakhs is made that Ministry will provide the Grant-in-Aid Rs. 8000.00 lakhs and remaining amount Rs. 751.00 lakhs will be met out from the other income/carried forward.

Part II. EXERCISE OF ENHANCED AUTONOMY AND DELEGATION OF FINANCIAL POWERS

(A sample delegation of power applicable to Indians Institute of Management is reproduced below. Same can be adapted for individual institutions)

1. All powers delegated to autonomous institutes within the purview of Ministry of Education are available to the Board of Governors of the Institution (hereafter called the Board) as per the Memorandum of Association & Rules of the Institution.
2. Signing of any understanding/ MoU by the Institution with any other party including similar organizations abroad would be informed to the Ministry of Education and if such an understanding/ MoU entails any financial liability on Government of India, then approval of Ministry of Education will be taken before such signing.
3. The objective of NCPUL is to promote Urdu language. Urdu learning do not provide higher employability and not recovery to the learners. Further, NCPUL is not providing any formal education. If cost recovery is to be aimed, Urdu promotion may not be possible. However, this item will be reviewed every year.
4. NCPUL has already given its commitment to meet 30% burden of additional financial required for revision of pay scale.
5. The Institution shall follow the General Financial Rules 2017 issued by Department of Expenditure, Ministry of Finance, Government of India in all its financial transactions, including procurement of goods and services.
6. The Institution shall adopt the Public Financial Management System (PFMS) for receipt of all funds from Ministry of Education / Government of India and make all payments through the PFMS to the last mile as far as possible.
7. The Institution shall send to the Ministry of Education any information required by it to satisfy any requirement related to Parliamentary Matter, RTI, Public Grievances or inputs to policy decision to be taken by the Ministry of Education within the time specified by the Ministry.
8. In addition to the above, any other delegation of powers needed will be taken up separately by the Institution with Ministry of Education.

PART III. PERFORMANCE EVALUATION PARAMETERS AND TARGETS 2022-23

(The performance parameters have been listed in the Annexure to the MoU which can change from one Institution to another)

- 3.1 In fulfillment of its obligations under the MOU, the Institution undertakes to achieve certain levels of performance for the year 2022-23. The performance will be evaluated using the criteria listed at Annexure I. The weights to be attached to each criterion and the criterion values corresponding to different performance ratings are also given therein. The overall score will be calculated through the formula given in the Annexure based on the scores obtained in each parameter
- 3.2 There would also be a negative marking by which the overall score obtained through Annexure I will be reduced based on penalties listed out in Annexure II
- 3.3 The Consolidated score would be arrived at by reducing the negative score obtained in Annexure II from the overall score obtained under Annexure I.
- 3.4 The overall rating of the organization would be as given in Annexure III based on the Consolidated score obtained in Para 3.3 above

PART IV. FACILITATION /ASSISTANCE FROM THE GOVERNMENT

1. The Institution has made the commitment of Performance Evaluation Targets based on certain assumptions in respect of release of grants from the Consolidated Fund of India and raising of other resources, including loan from HEFA for expansion of infrastructural facilities, which has a direct bearing on the performance of the Institution committed in this MOU. The commitment of MHRD and other possible sources of revenue generation are listed in Annexure IV.
2. MHRD will extend any other facilitation assistance like taking up the matters with the State Government concerned or any Ministry of the Union Government, as and when required.

PART V. ACTION PLAN FOR IMPLEMENTATION AND MONITORING OF THE MOU

1. Performance Evaluation against MOU parameters shall be carried out every quarter and monitored by the Institution.
2. The performance evaluation shall be submitted to the Board on quarterly basis during the Board meetings for information. After the Board Meeting the same shall be sent to Ministry of Education along with the recommendations of the Board.
3. A Joint review by the Institution and the Ministry of Education shall be carried out within 90 days of completion of the financial year. The result of the Joint Review shall be placed before the Board and hosted prominently on the website of the Institution.

Director

National Council for
Promotion of Urdu Language

Department of Higher Education
Ministry of Education
Government of India

New Delhi:

Date: