

Sub-Committees

59. The Executive Committee of a Museum/Centre may form Subcommittees e.g. Planning and Programming Committee, Building Committee. Exhibit Purchase Committee, Local Advisory Committee etc. to assist and advise the Executive Committee.

- (a) The Planning and Programming Committee shall be responsible for generating new ideas and concepts, scrutinising the Annual Plan and Five Year Plan and formulation of scientific, technical, educational and developmental programmes of the museum/centre and making proper recommendations to the Executive Committee. The Committee shall be chaired by a member of the Executive Committee and shall consist of 7 outside members in the field of science/technology/education/museology and four departmental members including Director of Museum/Centre, a nominee of the Director General NCSM and two project Co-ordinators of the respective Museum/ Centre.
- (b) The Building Committee shall be responsible for scrutinising major construction proposals, tenders, deviation and extra items etc, and making proper recommendations to the Executive Committee. This shall be set up when a major construction programme is undertaken. The Committee shall be chaired by a construction expert and shall consist of 3 outside members, Director of Museum/Centre, Administrative Officer, Finance & Accounts Officer and Assistant Executive Engineer of the Museum/Centre.
- (c) The Exhibit Purchase Committee shall be responsible for scrutinising proposals for purchase of antique/historic exhibits in the area of interest and activities of the Museum/Centre and for assessing reasonable price of such exhibits which are offered for sale to the Museum/Centre. The core of the Committee shall have a renowned museologist as Chairman and 2 outside experts. Director of Museum/Centre and a Project Go-ordinator of the Museum/Centre. In addition the Committee shall co-opt one or more subject expert(s) for each purchase proposal.
- d) A Local Advisory Committee shall be constituted for each State Level and district level science centre to advise the Curator placed in charge of such Science Centre in planning and programming. The Committee shall consist of 10 outside members in the fields of science, technology, education, muselogy, industry, management and civil service, and two departmental members including the concerned Curator and Director of Museum/Centre. Recommendations of the Committee shall be placed before Executive Committee of the concerned Museum/Centre under which the State level or district level centre functions. In case of centrally coordinated projects, such Committees shall be constituted by Director General, NCSM and

recommendations of the Committee shall be placed before Director General.

- (e) The Director of Museum/Centre shall constitute a Project Coordinator's Committee with himself as Chairman and Curators, Technical Officers, Exhibition Officers, who are declared as Project Co-ordinators as Members. Ideas, concepts, plans and programmes within the guidelines and policies framed by Governing Body and communicated by Director General, NCSM, shall originate at the level of this Committee and processed through the Planning & Programming Committee of the Museum/Centre. For proper co-ordination of work the Director of Museum/Centre may constitute some other departmental Committees at different levels.