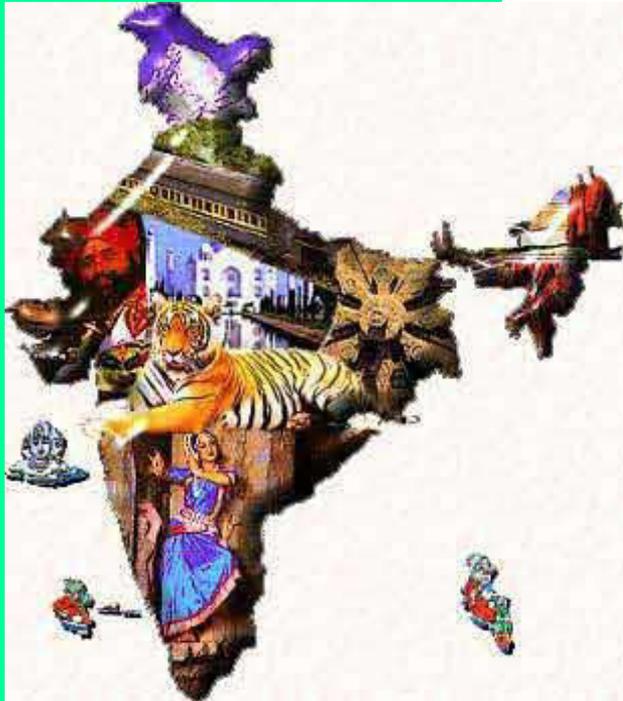


# RESOURCE WORLD

## KPSC - District Minority Officer



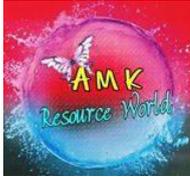
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## Minority Welfare Schemes - Part 2

Book for Various Competitive Exams

(Like KPSC technical Post C, KSRTC, PDO, RRB, SSC, FDAA, SDAA, PSI, PC, CET, etc..)





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## About Ministry of Minority Affairs and Welfare Schemes

### About Ministry of Minority Affairs

The Ministry of Minority Affairs was carved out of Ministry of Social Justice & Empowerment and created on 29th January, 2006 to ensure a more focused approach towards issues relating to the notified minority communities namely Muslim, Christian, Buddhist, Sikhs, Parsis and Jain. The mandate of the Ministry includes formulation of overall policy and planning, coordination, evaluation and review of the regulatory framework and development programmes for the benefit of the minority communities.

Shri Mukhtar Abbas Naqvi has assumed the office as a Union Minister for Minority Affairs on Monday, 4 September, 2017 in New Delhi.

Dr. Virendra Kumar has assumed the office as a Minister of State for Minority Affairs on Monday, 4 September, 2017 in New Delhi.

Shri Ameising Luikham is the Secretary of the Ministry. The Secretary is assisted by Four Joint Secretaries and a Joint Secretary & Financial Adviser (additional charge). The Ministry has a sanctioned strength of 118 Officers/Staff.

### Vision

Empowering the minority communities and creating an enabling environment for strengthening the multi-racial, multi-ethnic, multi-cultural, multi-lingual and multi-religious character of our nation.

**Mission**

To improve the socio-economic conditions of the minority communities through affirmative action and inclusive development so that every citizen has equal opportunity to participate actively in building a vibrant nation. To facilitate an equitable share for minority communities in education, employment, economic activities and to ensure their upliftment.

**Subjects allocated to this Ministry as per Second Schedule to the Government of India (Allocation of Business) Rules, 1961 are.–**

1. Overall policy, planning, coordination, evaluation and review of the regulatory and developmental programmes of the minority communities.
2. All matters relating to minority communities except matters relating to law and order.
3. Policy initiatives for protection of minorities and their security in consultation with other Central Government Ministries and State Governments.
4. Matters relating to linguistic minorities and of the office of the Commissioner for Linguistic Minorities.
5. Matters relating to the National Commission for Minorities Act.
6. Work relating to the evacuee Wakf properties under the Administration of Evacuee Property Act, 1950 (31 of 1950) (since repealed).
7. Representation of the Anglo-Indian Community.
8. Protection and preservation of non-Muslim shrines in Pakistan and Muslim shrines in India in terms of the Pant-Mirza Agreement of 1955, in consultation with the Ministry of External Affairs.
9. Questions relating to the minority communities in neighbouring Countries, in consultation with the Ministry of External Affairs.
10. Charities and Charitable Institutions, Charitable and religious Endowments pertaining to subjects dealt with in the Department.
11. Matters pertaining to the socio-economic, cultural and educational status of minorities; minority organisations, including the Maulana Azad Education Foundation.
12. The Wakf Act, 1995 (43 of 1995) and Central Wakf Council.
13. The Durgah Khawaja Saheb Act, 1955 (36 of 1955).
14. Funding of programmes and projects for the welfare of minorities, including the National Minorities Development and Finance Corporation
15. Employment opportunities for minorities in the Central and State public sector undertakings, as also in the private sector.

16. Formulation of measures relating to the protection of minorities and their security in consultation with other concerned Central Ministries and State Governments.
17. National Commission for Socially and Economically Backward Sections among Religious and Linguistic Minorities.
18. All matters relating to the Justice Sachar Committee.
19. Prime Minister's new 15-Point Programme for Minorities.
20. Any other issue pertaining to the minority communities.
21. Management of Haj Pilgrimage, including administration of the Haj Committee Act, 1959 (51 of 1959) and the rules made thereunder.

The Ministry of Human Resource Development deals with matters relating to the following subjects:

1. National Council for Promotion of Urdu Language(NCPUL).
2. Education of Minorities.
3. National Commission for Minority Educational Institutions.
4. Scheme for Providing Quality Education in Madrassas(SPQEM).
5. Scheme for Infrastructure Development for Minority Institutes(IDMI).
6. Scheme for Infrastructure Development in Private Aided/Unaided Minority Institutes (Elementary, Secondary/Senior Secondary School).
7. The Right of Children of Free and Compulsory Education Act,2009.

**Organisation Set Up – [CLICK HERE](#)**

**Associated Organizations**

#### **Constitutional and Statutory Bodies**

- Central Waqf Council (CWC)
- National Commission for Minorities (NCM)
- Commissioner for Linguistic Minorities(CLM)

#### **Autonomous Bodies**

- Maulana Azad Education Foundation (MAEF)

#### **PSUs and Joint Ventures**

- National Minorities Development and Finance Corporation (NMDFC)

**Organizations Under the Aegis of Ministry**

- Dargah Khwaja Ajmer Saheb
- National Waqf Development Corporation Ltd. (NAWADCO)

**List of Secretaries in Ministry of Minority Affairs since 2006 – [CLICK HERE](#)**

**Citizens Charter Historical Background****Basic Concept, Origin and Principles**

It has been recognised world over that good governance is essential for sustainable development, both economic and social. The three essential aspects emphasised in good governance are transparency, accountability and responsiveness of the administration. Citizens' Charters initiative is a response to the quest for solving the problems which a citizen encounters, day in and day out, while dealing with the organisations providing public services.

The concept of Citizens' Charter enshrines the trust between the service provider and its users. The concept was first articulated and implemented in the United Kingdom by the Conservative Government of John Major in 1991 as a national programme with a simple aim: to continuously improve the quality of public services for the people of the country so that these services respond to the needs and wishes of the users. The programme was re-launched in 1998 by the Labour Government of Tony Blair which rechristened it Services First.

The basic objective of the Citizens Charter is to empower the citizen in relation to public service delivery. Six principles of the Citizens Charter movement as originally framed, were: (i) Quality: Improving the quality of services; (ii) Choice : Wherever possible; (iii) Standards :Specify what to expect and how to act if standards are not met; (iv) Value: For the taxpayers money; (v) Accountability : Individuals and Organisations; and (vi) Transparency : Rules/ Procedures/ Schemes/Grievances. These were later elaborated by the Labour Government as following nine principles of Service Delivery (1998) :-

- Set standards of service
- Be open and provide full information

- Consult and involve
- Encourage access and the promotion of choice
- Treat all fairly
- Put things right when they go wrong
- Use resources effectively
- Innovate and improve
- Work with other providers.

### *The International Scene*

The UK's Citizens' Charter initiative aroused considerable interest around the world and several countries implemented similar programmes e.g. Australia (Service Charter, 1997), Belgium (Public Service Users Charter 1992), Canada (Service Standards Initiative, 1995), France (Service Charter, 1992), India (Citizens' Charter, 1997), Jamaica (Citizens' Charter 1994), Malaysia (Client Charter, 1993), Portugal (The Quality Charter in Public Services, 1993), and Spain (The Quality Observatory, 1992) (OECD, 1996).

Some of these initiatives are very similar to the UK model, while others chart new ground by leaning on the service quality paradigm of the Total Quality Management (TQM) movement. Other initiatives are pitched somewhere in between. Even in the UK, in the context of the Next Steps/Modernising Government Initiatives, Citizens' Charters have acquired a service quality face for delivery of public services. The quality tools adopted for improving public services include the Business Excellence Model, Investors in People, Charter Mark, ISO 9000 and Best Value (Government of UK, 1999).

The Government of Malaysia issued Guidelines on the Client's Charter in 1993 to assist government agencies to prepare and implement Client's Charter, which is a written commitment by an agency to deliver outputs or services according to specified standards of quality (Government of Malaysia, 1998). A Best Client's Charter Award was instituted in 1993. The Malaysian system of Client's Charter closely follows the UK Model. A distinction is made between agency-wide and unit charters. The concept of 'service recovery' enjoins taking steps to restore the trust and confidence of the client in a proactive manner when things go wrong.

The Commonwealth Government of Australia launched its Service Charter initiative in 1997 as part of its on-going commitment to improve the quality of service provided by agencies to the Australian community by moving the government organisation away from bureaucratic processes to customer-focused outcomes. Service Charters are considered a powerful tool for fostering change and require the organisation to focus on services delivered, to measure and assess performance, and to initiate performance improvement.

By providing goals for agencies to strive towards, a Charter acts as a surrogate for competition where none exists (Department of Finance and Administration, 1999). Centrelink is a one-stop shop that provides access to Australian government services for over six million customers. Centrelink has adopted one-to-one service as an innovative and personalised approach to service delivery. One-to-one service treats customers with respect and consistency and takes the complexity out of dealing with government.

The Treasury Board of Canada Secretariat started a Service Standard Initiative in 1995 which took its cue from the Citizens' Charters of the United Kingdom, but enlarged the scope considerably. This Service Standard Initiative in Canada was started against the backdrop of citizen expectations relating to friendly, respectful and courteous service; faster response times; extended hours at government offices; and 'one-stop-shopping'. At the same time there was need to reduce the deficit and provide value for money through more efficient use of resources (Treasury Board of Canada, 1995).

A comparison of these four major Citizens' Charter initiatives shows that the service quality approach is embedded in them in different degrees. Once a decision is taken to make public services citizen-centric, the customer focus of the Total Quality Management (TQM) variety cannot be far behind. In fact, the Citizens' Charter approach has several things in common with TQM. Both begin by focusing on meeting customer/citizen requirements. Other key common elements are conformance to standards, stakeholder involvement and continuous improvement.

### *The Indian Scene*

Over the years, in India, significant progress has been made in the field of economic development. This, along with a substantial increase in the literacy rate, (from 51.63% to 65.38% in the last decade) has made Indian citizens increasingly aware of their rights. Citizens have become more articulate and expect the administration not merely to respond to their demands but also to anticipate them. It was in this climate that since 1996 a consensus had evolved in the Government on effective and responsive administration. In a

Conference of Chief Ministers of various States and Union Territories held on 24 May, 1997 in New Delhi, presided over by the Prime Minister of India, an 'Action Plan for Effective and Responsive Government' at the Centre and State levels was adopted. One of the major decisions at that Conference was that the Central and State Governments would formulate Citizens' Charters, starting with those sectors that have a large public interface (e.g. Railways, Telecom, Posts, Public Distribution Systems). These Charters were required to include standards of service and time limits that the public can reasonably expect, avenues of grievance redress and a provision for independent scrutiny with the involvement of citizen and consumer groups.

Department of Administrative Reforms and Public Grievances in Government of India (DARPG) initiated the task of coordinating, formulating and operationalising Citizens' Charters. Guidelines for formulating the Charters as well as a list of do's and don'ts were communicated to various government departments/organisations to enable them to bring out focused and effective charters. For the formulation of the Charters, the government agencies at the Centre and State levels were advised to constitute a task force with representation from users, senior management and the cutting edge staff.

The Charters are expected to incorporate the following elements :-

- Vision and Mission Statement
- Details of business transacted by the organisation
- Details of clients
- Details of services provided to each client group
- Details of grievance redress mechanism and how to access it
- Expectations from the clients

Primarily an adaptation of the UK model, the Indian Citizens' Charter has an additional component of expectations from the clients or in other words obligations of the users'. Involvement of consumer organisations, citizen groups, and other stakeholders in the formulation of the Citizens' Charter is emphasised to ensure that the Citizens' Charter meets the needs of the users. Regular monitoring, review and evaluation of the Charters, both internally and through external agencies, are enjoined. As on March, 2005, 107 Citizens' Charters had been formulated by the Central Government Ministries/ Departments/ Organisations and 629 Charters by various agencies of State Governments & Administrations of Union Territories.

Most of the national Charters are posted on the government's websites and are open to public scrutiny. The organisations with Citizens' Charters are advised to give publicity to their Charters through such means as print/ electronic media and awareness campaigns.

### *Comprehensive Website on Citizens' Charters*

A comprehensive website of Citizens' Charter in Government of India has been developed and was launched by the Department of Administrative Reforms and Public Grievances on 31 May, 2002. This contains the Citizens' Charters issued by various Central Government Ministries/ Departments/ Organisations. The website provides useful information, data and links.

### *Exemplary implementation of the Citizens' Charter*

While the overall efforts and initiatives of the government on Citizens' Charter were continuing, it was realised that exemplary implementation of the Charter in a major public interface area of government would not only establish the new concept in the inertia-prone bureaucracy but also act as a role model for replication in other sectors/areas.

The banking sector was identified for this purpose keeping in view the second phase of economic reforms and the fact that this sector was fairly advanced in terms of customer service and was also taking advantage of information technology to speed up various processes. The primary objective of this exercise was to build the Banking Sector as a model of excellence in the implementation of the Citizens' Charter.

To begin with, three major National level Banks, namely, Punjab National Bank, Punjab and Sind Bank and Oriental Bank of Commerce, were selected for a Hand-Holding exercise by the DARPG in the year 2000.

The following key issues were highlighted for exemplary implementation of the Citizens' Charter: - (i) stakeholder involvement in the formulation of Citizens' Charters; (ii) deployment of the Citizens' Charters in the Banks by full involvement of the staff, specially the employees at the cutting-edge level; (iii) creation of awareness about the Charter amongst the customers of the Banks; and (iv) special training for employees at all levels about the concept and implementation of Citizens' Charter.

After an evaluation of the current status of the Charters by the identified banks through independent agencies, Action Plans were chalked out to rectify shortcomings. The Charters were, accordingly, revised and standardised on the basis of the model/ mother Charter developed by the Indian Banks Association (IBA).

Training for employees of selected branches through master trainers, trained by the National Institute of Bank Management using a module developed in consultation with Department of ARPG were organised. Several measures to give wide publicity to Citizens' Charter were also undertaken.

An external agency was engaged to once again assess and evaluate the implementation of Citizens' Charter of these banks at the end of this exercise and also to document the Hand-Holding Exercise. National Institute of Bank Management was assigned this task which had since been executed and a documentation was brought out in the Year 2003

#### *Evaluation of Citizens' Charters*

An evaluation of the Citizens' Charters of various government agencies was carried out by DARPG and Consumer Coordination Council, New Delhi, an NGO, in October 1998. The results were quite encouraging given the nascent stage of this initiative in India.

A brief questionnaire has been circulated to all Ministries/Departments and State Governments/Union Territories to enable them to undertake an in-house evaluation of their Citizens' Charters. Organisations have also been advised to undertake external evaluations, preferably through NGOs.

During the Year 2002-03, DARPG engaged a professional agency to develop a standardised model for internal and external evaluation of Citizens' Charters in a more effective, quantifiable and objective manner.

This agency also carried out evaluation of implementation of Charters in 5 Central Government Organisations and 15 Departments/ Organisations of States of Andhra Pradesh, Maharashtra and Uttar Pradesh. This Agency was also required to suggest methods for increasing awareness, both within the organisation and among the users, and to suggest possible methods for orientation of management and the staff in the task of formulating and deploying Charters.

As per the report of evaluation carried out by the Agency, major findings were :-

- In majority of cases Charters were not formulated through a consultative process
- By and large service providers are not familiar with the philosophy, goals and main features of the Charter
- Adequate publicity to the Charters had not been given in any of the Departments evaluated. In most Departments, the Charters are only in the initial or middle stage of implementation
- No funds have been specifically earmarked for awareness generation of Citizens' Charter or for orientation of staff on various components of the Charter

Key recommendations, inter alia, include. -

- need for citizens and staff to be consulted at every stage of formulation of the Charter
- orientation of staff about the salient features and goals/ objectives of the Charter; vision and mission statement of the department; and skills such as team building, problem solving, handling of grievances and communication skills
- need for creation of database on consumer grievances and redress
- need for wider publicity of the Charter through print media, posters, banners, leaflets, handbills, brochures, local newspapers etc. and also through electronic media
- earmarking of specific budgets for awareness generation and orientation of staff
- replication of best practices in this field

### ***Compendium on Citizens' Charters in Government of India***

With the objective of generating awareness among the citizens as well as government functionaries of the commitments of various organisations enshrined in their Citizens' Charter, the Department of Administrative Reforms and Public Grievances brought out a Compendium of abridged versions of all Citizens' Charters in Government of India in a book as well as in CD form on 14 May, 2003.

The Compendium contains the operative standards and quality of services proposed to be provided as also the public grievance redress mechanism as committed in the Citizens' Charters. The Compendium also contains the name, address, telephone number, e-mail address etc. of nodal officers for Citizens' Charters in Central Government Ministries/ Departments/ Organisations and also the list of website addresses of concerned Ministry/ Department/ Organisation.

The Compendium shall not only be useful to the citizens for ready reference, but will also enable them to critically review the functioning of these organisations. This would also help the organisations to compare the standards set by them, vis-à-vis, those set by other organisations.

### *Regional Seminars*

Four Regional Seminars on Citizens' Charters were organised during the year 2001-02, with a view to bring national and state level organisations alongwith other stakeholders including NGOs, intelligentsia, media etc. on the same platform and to share experiences in formulation and implementation of Citizens' Charter.

These seminars were organised at Administrative Staff College of India, Hyderabad, Lal Bahadur Shastri National Academy of Administration, Mussoorie, R.C.V.P. Noronha Academy of Administration, Bhopal and Assam Administrative Staff College, Guwahati. In all 24 State Governments/ UT Administrations and 15 Central Government Departments/ Organisations participated.

### *Capacity Building Workshops*

On the basis of the feedback received and experience gained in these seminars, it was decided to organise separate Capacity Building Workshops with specific focus on

- formulation of Charter
- effective implementation of Charter
- Enhancing the capacity of trainers available at State Administrative Training Institutes/ Central Civil Services Staff Colleges. During the year 2002-03, three Capacity Building Workshops on formulation and implementation of Citizens' Charters were organised at H.P. Institute of Public Administration, Shimla (HP), R.C.V.P.
- Noronha Academy of Administration, Bhopal and Yeshwantrao Chavan Academy of Development Administration, Pune, Indian Institute of Public Administration, New Delhi. Besides a Capacity Building Workshop for developing Trainers and Training Modules on Citizens' Charter was organised at Indian Institute of Public Administration, New Delhi in December 2002. In all, 15 States/ UT Administrations
- Central Government Departments/ Organisations participated.

During the year 2003-04, four Capacity Building Workshops on formulation of Citizens' Charter were organised at Administrative Training Institute, Kolkata, Administrative

Training Institute, Nainital, HCM Rajasthan State Institute of Public Administration, Jaipur and Administrative Training Institute, Mysore.

Two Capacity Building Workshops on Citizens' Charter for Developing Trainers and Training Programmes were also conducted during 2003-04 at Lal Bahadur Shastri National Academy of Administration, Mussoorie and Indian Institute of Public Administration, New Delhi.

During the year 2004-05, three Capacity Building Workshops on Citizens' Charters were organized at Uttaranchal Academy of Administration, Nainital, HCM Rajasthan State Institute of Administration, Jaipur and Assam Administrative Staff College, Guwahati.

### ***Department-Specific Workshops***

The Department is also organising '1-day Department-specific workshops' with a twin objective of generating awareness amongst the public as well as employees and initiating the process of consultation. 13 Department-specific workshops have been organised in the States of Jharkhand, Uttaranchal, Madhya Pradesh and Maharashtra during the Year 2002-03.

### ***Information and Facilitation Counters (IFCs)***

Information and Facilitation Counter (IFC) is a facility set up by selected Central Government organisations to provide information to citizens about their programmes/schemes, rules and procedures etc. as well as status of cases/applications. An IFC also acts as a nodal point for redress of public grievances.

The IFC, therefore, is a physical manifestation of Citizens' Charter. Hence it has now been decided to set up IFCs in all government ministries/ departments having Citizens' Charters. 105 Information and Facilitation Counters/ May I Help You/ Inquiry Counters have been set up so far.

Evaluation of the functioning of the IFCs was carried out by the DARPG and the Consumer Coordination Council. The organisations concerned have taken action on deficiencies pointed out in these evaluations. This Department also regularly monitors the working of the IFCs through a half-yearly return prescribed for all the organisations that have set up IFCs.

### *Problems faced in Implementing the Charters*

As pointed out, the Citizens' Charters initiative in India had started in 1997 and the Charters formulated are in a nascent stage of implementation. Introduction of a new concept is always difficult in any organisation. Introduction and implementation of the concept of Citizens' Charter in the Government of India was much more difficult due to the old bureaucratic set up/procedures and the rigid attitudes of the work force.

The major obstacles encountered in this initiative were :-

- The general perception of organisations which formulated Citizens' Charters was that the exercise was to be carried out because there was a direction from the top. The consultation process was minimal or largely absent. It thus became one of the routine activities of the organisation and had no focus.
- For any Charter to succeed, the employees responsible for its implementation should have proper training and orientation, as commitments of the Charter cannot be expected to be delivered by a workforce that is unaware of the spirit and content of the Charter. However, in many cases, the concerned staff were not adequately trained and sensitised.
- Sometimes, transfers and reshuffles of concerned officers at the crucial stages of formulation/implementation of a Citizens' Charter in an organisation severely undermined the strategic processes which were put in place and hampered the progress of the initiative.
- Awareness campaigns to educate clients about the Charter were not conducted systematically.
- In some cases, the standards/time norms of services mentioned in Citizens' Charter were either too lax or too tight and were, therefore, unrealistic and created an unfavourable impression on the clients of the Charter.
- The concept behind the Citizens' Charter was not properly understood. Information brochures, publicity materials, pamphlets produced earlier by the organisations were mistaken for Citizens' Charters.

### *Lessons learnt*

The following lessons have been learnt from the experience to date of implementing Citizens' Charter initiative:

- As with any new effort, the Citizens' Charter initiative is bound to be looked at initially with skepticism by bureaucrats as well as citizens. An effective awareness campaign amongst all the stakeholders at the initial stage is essential to overcome this skepticism. These awareness campaigns should be designed and delivered innovatively and effectively.

- The issuance of Citizens' Charter will not change overnight the mindset of the staff and the clients, developed over a period of time. Therefore, regular, untiring and persistent efforts are required to bring about the attitudinal changes.
- A new initiative always encounters barriers and misgivings from the staff. There is a natural resistance to change, particularly among the cutting-edge staff. Involving and consulting them at all the levels of formulation and implementation of Citizens' Charter will go a long way in overcoming this resistance and will make them an equal partner in this exercise.
- Instead of trying to reform all the processes at once and encounter massive resistance, it is advisable to break it into small components and tackle them one at a time.
- The charter initiative should have an built-in mechanism for monitoring, evaluating and reviewing the working of the Charters, preferably through an outside agency.

#### *Future Vision : Development of Charter Mark*

In 1992, the UK Government introduced Charter Mark, a scheme for recognising and encouraging excellence in public service. To win a Charter Mark the organisation has to demonstrate excellence against the following nine Charter Mark criteria which correspond to the principles of public service delivery, namely

- Performance Standards
- Information and openness
- Choice and Consultation
- Courtesy and helpfulness
- Putting things right
- Value for money
- Use satisfaction
- Improvements in service quality
- Planned improvements and innovations. The Government of Malaysia also instituted a 'Best Client's Charter Award' in 1993 based on the UK model.

In India, the DARPG has identified a professional agency to develop an appropriate Charter Mark scheme. This scheme will encourage and reward improvement in public service delivery with reference to the commitments and standards notified in the Charter. The 'Charter Mark' is proposed to be awarded after assessment by an independent panel of judges. This would not only give a sense of achievement to the organisation awarded the Charter Mark but also promote a spirit of competitiveness amongst various organisations that have issued Citizens' Charter and generating awareness among citizens. A prototype

has been developed by the professional agency and is in the process of validation in identified Departments/ Organisations.

The implementation of Citizens' Charter is an on-going exercise because it has to reflect the extensive and continual changes taking place in the domain of public services. Indian Government continuously strives to serve the citizens in an effective and efficient way so as not only to meet but to exceed their expectations. The Citizens' Charter initiative is a major step in this direction.

**To Read, Click the below links**

- **Citizens Charter Framework**
- **Citizens Charter Handbook**
- **IIPA Report on Citizens Charter- Formulation,Implementation and Evaluation**
- **Monitoring mechanism of various Schemes / Programmes implemented by the Ministry of Minority Affairs**
- **Schemes for Welfare of Minorities**

### **SCHEMES FOR WELFARE OF MINORITIES**

#### **Pre-Matric Scholarship Scheme**

##### **Scheme Details**

The scholarship at pre-matric level will encourage parents from minority communities to send their school going children to school, lighten their financial burden on school education and sustain their efforts to support their children to complete school education. The scheme will form the foundation for their educational attainment and provide a level playing field in the competitive employment arena. Empowerment through education, which is one of the objectives of this scheme, has the potential to lead to upliftment of the socio economic conditions of the minority communities.

**For Guidelines – [CLICK HERE](#)**

**Post-matric Scholarship Scheme****Scheme Details**

The Prime Minister's New 15 Point Programme for the Welfare of Minorities was announced in June, 2006. It provides that a post-matric scholarship scheme for meritorious students from minority communities would be implemented.

The objective of the scheme is to award scholarships to meritorious students belonging to economically weaker sections of minority community so as to provide them better opportunities for higher education, increase their rate of attainment in higher education and enhance their employability.

**For Guidelines – [CLICK HERE](#)**

**Merit-cum-Means Scholarship Scheme****Scheme Details**

Objective: The objective of the Scheme is to provide financial assistance to the poor and meritorious students belonging to minority communities to enable them to pursue professional and technical courses.

Scope: These scholarships are available for studies in India only and will be awarded through State Government/UT Administration or an Agency designated by the State Government/UT Administration for this purpose.

**For Guidelines – [CLICK HERE](#)**

**Maulana Azad National Fellowship for Minority Students Scheme.****Scheme Details**

Objective: The objective of the Fellowship is to provide integrated five year fellowships in the form of financial assistance to students from minority communities, as notified by the Central Government to pursue higher studies such as M. Phil and Ph.D. The Fellowship will cover all Universities/Institutions recognized by the University Grants Commission (UGC) under section 2(f) and section 3 of the UGC Act and will be implemented by the Ministry of Minority Affairs through UGC for students belonging to the minority communities. The

fellowship under Fellowships awarded to research students pursuing regular and full time M. Phil and Ph.D courses. The fellowship holders under this Fellowship will be known as Ministry of Minority Affairs scholars.

Scope: The Fellowship will cater to the requirements of the minority community students pursuing research studies leading to regular and full time M.Phil and Ph.D courses only and equivalent research degree in universities, research institutions and scientific institutions within India. This will enable them to be eligible for employment to the posts with M.Phil and Ph.D as pre-requisites, including the posts of lecturers in various academic institutions. Implementing Agency: UGC will be the nodal agency for implementing the Fellowship. UGC will notify the Fellowship by releasing suitable advertisement in the newspapers, internet, webpage and other media.

**For Guidelines – [CLICK HERE](#)**

Padho Pardesh – Scheme of Interest Subsidy on Educational Loans for Overseas Studies for the Students Belonging to the Minority Communities.

**For Guidelines – [CLICK HERE](#)**

**Free Coaching and Allied Scheme for Minority Communities Students**

#### **Scheme Details**

The scheme aims to empower the students belonging to minority communities and prepare them for competitive examinations, so that their participation in government and private jobs improves. The scheme provides financial support for free coaching to notified minority students in selected coaching institutions.

**For Guidelines – [CLICK HERE](#)**

**Support for Students clearing Prelims conducted by UPSC,SSC, State Public Service Commission (PSC) etc.**

**For Guidelines – [CLICK HERE](#)**

**SCHEMES FOR ECONOMIC EMPOWERMENT**

Seekho aur Kamao(Learn & Earn)- The Scheme for Skill Development of Minorities.

**For Guidlenes – [CLICK HERE](#)**

USTTAD - Upgrading the Skills and Training in Traditional Arts Crafts for Development

**For Guidelines – [CLICK HERE](#)**

Nai Manzil Social-Assesment and Social Management Framework

**For Guidelines – [CLICK HERE](#)**

**SCHEMES FOR INFRASTRUCTURE DEVELOPMENT**

Multi-sectoral Development Programme

**For Guidelines – [CLICK HERE](#)**

**SCHEMES FOR SPECIAL NEEDS**

Nai Roshni - The Scheme for Leadership Development of Minority Women

**For Guidelines - [CLICK HERE](#)**

**Training Modules under Nai Roshni**

**To Read, Click the below links**

Digital-Literacy

Educational Empowerment

Financial Systems

Health and Hygiene

Leadership of Women

## Legal Rights to Women

## Life Skills

## Swachh Bharat

## Advocacy for Social and Behavioural Change

Hamari Dharohar' – A scheme to Preserve Rich Heritage of Minority Communities of India under the Overall Concept of Indian Culture

**For Guidelines – [CLICK HERE](#)**

Jiyo Parsi- The Central Sector Scheme for Containing Population Decline of Parsis in India

**For Guidelines – [CLICK HERE](#)**

Quami Waqf Board Taraqqiati Scheme

**For Guidelines – [CLICK HERE](#)**

Shahari Waqf Sampatti Vikas Yojana

**For Guidelines – [CLICK HERE](#)**

Research/Studies, Monitoring and Evaluation of Development Schemes including Publicity

**For Guidelines – [CLICK HERE](#)**

## Corpus Funds to MAEF

The Maulana Azad Education Foundation (MAEF) was established in 1989 as a voluntary, non-political, non-profit making society registered under the Societies Registration Act, 1860.

### Aims & Objectives:

The main objectives of MAEF are to formulate and implement educational schemes and plans for the benefit of the educationally backward minorities in particular and weaker sections in general, to facilitate establishment of residential schools, especially for girls, in

order to provide modern education to them and to promote research and encourage other efforts for the benefit of educationally backward minorities.

### **Schemes Details**

The Schemes of the Foundation are mainly of two types, Viz; Grants-in-aid to NGOs for construction and expansion of schools / hostels, technical / vocational training centres with emphasis on girl students and Scholarships to meritorious girl students. The various schemes run by the Foundation are as under:

- Financial assistance to establish/expand schools/residential schools/colleges;
- Financial assistance for purchase of laboratory equipment and furniture etc;
- Financial assistance for setting up/strengthening vocational/technical training centre/institutes;
- Financial assistance for construction of hostel buildings;
- Maulana Azad National Scholarships for meritorious girl students;
- Maulana Abdul Kalam Azad Literacy Awards.

### **Corpus Fund**

The Foundation is implementing its schemes out of the interest earned on its Corpus Fund, which is its main source of income. The Corpus Fund has been provided to the Foundation as part of plan assistance. The Corpus fund, which stood at Rs.100 crores in the year 2006-07 now stands at Rs. 1249.00.

### **Achievements in the Current Year**

Since its inception, MAEF has sanctioned Rs 199.73 crores to 1548 NGOs throughout the country for construction / expansion of schools / colleges / girls hostels / polytechnics / ITIs and for the purchase of equipment / machinery / furniture etc and has distributed scholarships to 230744 girl students amounting to Rs.274.72 crores

**Grant in Aid Scheme to State Channelising Agencies of National Minorities Development & Finance Corporation**

SCAs, in general, are financially weak. They are supported for the following activities under the Grant in Aid (GIA) Scheme of the Ministry of Minority Affairs.

- Infrastructure - Photocopier, Fax machine, Other Office Equipments.
- Training - Training to the beneficiaries, Training to staff/officers.
- Advertising & Publicity - Advertising in Regional Newspaper (approved by DAVP), Printing of Pamphlets / Brochures / Schemes, Application forms for beneficiaries, Banners / Signatures / Hoardings for publicity purpose, Advts. in electronic media, Awareness camps, Seminars, Conferences, Workshop etc.
- Consultancy - Impact / Review / Evaluation Studies, Techno Economic Surveys, Project Appraisals.
- Recovery Related - Payment of wages to outsourced employess, taxi hiring, TA/DA to staff, POL., Legal exp.

**For Guidelines – [CLICK HERE](#)**

**PRIME MINISTER'S 15 POINTS PROGRAMME**

**For Guidelines – [CLICK HERE](#)**

**For amendment Guidelines – [CLICK HERE](#)**

Schemes / programmes covered under follow-up action on Sachar Committee Report

**For details – [CLICK HERE](#)**

Recommendations contained in the Report of the High Level Committee on Social, Economic and Educational Status of the Muslim Community of India headed by Justice Rajindar Sachar (Retd.)

**For details – [CLICK HERE](#)**

Sachar Committee Complete report – [CLICK HERE](#)

**IMPLEMENTATION OF SACHAR COMMITTEE RECOMMENDATIONS**

**For details – [CLICK HERE](#)**

National Commission Religious And Linguistic Minorities

Report of the National Commission for Religious and Linguistic Minorities (Ranganath Misra Commission Report) Volume-I – [CLICK HERE](#)

Report of the National Commission for Religious and Linguistic Minorities (Ranganath Misra Commission Report) Volume-II – [CLICK HERE](#)

Report of the Expert Group on Diversity Index Complete Report

**For details – [CLICK HERE](#)**

Report by the Expert Group to examine & determine the structure and functions of an Equal Opportunity Commission

**For details – [CLICK HERE](#)**

**NMDFC**

The National Minorities Development & Finance Corporation (NMDFC) was incorporated on 30th September 1994, as a company not for profit, under Section 25 of the Companies Act 1956. It is a National Level Apex Body for the benefit of Minorities as defined under the National Commission for Minorities Act 1992.

The prime mandate of NMDFC is to provide concessional finance to the Minorities for self employment/ income generation activities. As per the National Commission for Minorities Act, 1992, the notified Minorities are Muslims, Christians, Sikhs, Buddhists & Parsis. Subsequently, Jain community was also added into the list of notified Minority Communities in January 2014. Under NMDFC programe, preference is given to Artisans & Women.

**About CMD**

Shri. Md. Shahbaz Ali, an officer of Indian Post and Telecommunication Accounts and Finance Services, joined as new Managing Director (MD) of National Minorities Development & Finance Corporation (NMDFC) on 12.06.2015 and redesignated as CMD on 14.07.2016 under the Ministry of Minority Affairs, Govt of India.

Shri. Shahbaz Ali, having Master's Degree from Patna University, is an officer of Indian P&T Accounts & Finance Service of 1989 Batch. Before joining NMDFC, he was working as controller of Communication Accounts, Assam Telecom Circle. in GOI, Ministry of Communications & IT, Deptt. of Telecom. Prior to joining Assam Telecom Circle, he held the charges of Telecom Public Sector, Finance, Budget and Accounts including Internal Audit as Deputy Director General in Department of Telecom (HQ).

Shri. Ali has illustrious career having wide and varied experience in the field of Telecom Sector as he has worked in various capacities in Deptt. of Telecom and its Public Sectors, Mahanagar Telephone Nigam Ltd. and Bharat Sanchar Nigam Ltd.

His services to the public while working in MTNL was applauded by print media and an article captioned **"An Oasis in the Desert"** was published in recognition of his contributions.

Shri. Shahbaz Ali has also rendered his services as Government Nominee Director on the Board of Directors of Tata Communications Ltd., Bharat Sanchar Nigam Ltd., TCIL, TCIL-Laknadore.

Presently he is also Director on the Boards of NAWADCO and several state Corporations implementing NMDFC's Schemes.

**Leading Policy of NMDFC – [CLICK HERE](#)**

#### Target Groups

The prime mandate of NMDFC is to provide concessional finance to the Minorities for self employment/ income generation activities. As per the National Commission of Minorities Act, 1992 the notified Minorities are Muslims, Christians, Sikhs, Buddhists, and Parsis. Subsequently, Jains community was also added into the list of notified Minority Communities in January, 2014.

At present, the families having annual income up to Rs. 98,000 in Rural areas and Rs. 1,20,000 in urban areas are eligible under the NMDFC schemes. As a special initiative of NMDFC, a new annual family income eligibility limit of up to Rs. 6.00 lacs has been introduced with effect from September, 2014 by adopting the "Creamy Layer" criterion currently followed amongst the OBC community by Government of India.

**CHANNELS TO REACH THE TARGET GROUPS**

NMDFC has the following two Channels to reach the target groups:

**i) STATE CHANNELISING AGENCIES (SCAs)**

It is the main channel. State Channelising Agencies (SCAs) are nominated by the respective State Governments. At present, NMDFC has 37 operational Channelising Agencies and their break-up is given below:

a. Minority Development & Finance Corporations	15 Nos.
b. State SC/ST Development Corporations	4 Nos.
c. State Backward Classes Development Corporations	7 Nos.
d. State Women's Development Corporations	2 Nos.
e. Handloom & Handicrafts Corporations	1 Nos.
f. Other Agencies (Cooperative Banks, Industrial Devlpt. Corpns, etc.)	8 Nos.
<b>T O T A L</b>	<b>37 Nos.</b>

**ii) NON-GOVERNMENTAL ORGANISATIONS (NGOs)**

The services of selected Non Governmental Organisations (NGOs) are availed for reaching the Target Groups through SHGs. Such an NGO should be more than three years old, apolitical, financially sound, engaged in socio economic activities with minimum one year experience in thrift and credit.

**Term Loan Scheme**

This scheme is for individual beneficiaries and is implemented through the SCAs. Under the Term Loan Scheme, projects costing up to Rs. 20.00 Lakhs are considered for financing. NMDFC provides loan to the extent of 90% of the project cost subject to a maximum of Rs. 18.00 lacs. The remaining cost of project is met by the SCA and the beneficiary. However the beneficiary has to contribute minimum of 5% of the project cost. The rate of interest charged from the beneficiary is 6% p.a. on reducing balance method.

Assistance under Term Loan Scheme is available for any commercially viable and technically feasible venture, which for the purpose of convenience, are classified into the following sectors.

- a. Agriculture & allied
- b. Technical trades
- c. Small business
- d. Artisan and traditional occupations, and
- e. Transport and services sector

S. No.	Parameters	Scheme Details
1.	Loan Amount	Up to Rs. 20.00 Lakhs
2.	Rate of Interest for beneficiaries	6% p.a.
3.	Rate of Interest for SCAs	3% p.a.
4.	Moratorium period	6 months
5.	Repayment period for beneficiaries	5 years
6.	Repayment period for the SCAs	8 years
7.	Means of Financing NMDFC: SCA:Benef. Contribution	90 : 5 : 5
8.	Utilization Period 3 Months	3 Months

#### ii. Educational Loan Scheme

This scheme is also for the individual beneficiaries and is implemented through the SCAs. The NMDFC extends educational loans with an objective to facilitate job oriented education for the eligible persons belonging to Minorities. Under this scheme, loan of up to Rs. 20.00 Lakhs is available at the rate Rs. 4.00 lakhs p.a. for ‘technical and professional courses‘ of durations not exceeding five years. Further, for courses abroad, maximum amount of

Rs.30.00 lakhs is available @ Rs.6.00 lakhs per annum for a course duration of maximum 5 years. Funds for this purpose are made available to the SCAs at an interest rate of 1 % p.a. for on-lending to the beneficiaries at 3% interest p.a. The loan is payable in maximum five years after completion of the course.

S. No.	Parameters	Scheme Details
1.	Loan Amount Maximum	<p>Loan amount per beneficiary is:- Up to Rs.20.00 Lakhs for ‘Professional &amp; Job Oriented Degree Courses’ in India with a maximum duration of 5 years @ Rs. 4.00 Lakhs per annum</p> <p>-Up to Rs.30.00 Lakhs for ‘Courses Abroad’ with a maximum duration of 5 years @ Rs. 6.00 Lakhs per annum.</p>
2.	Rate of Interest for beneficiaries	3%p.a.
3.	Rate of Interest for SCA	1%p.a.
4.	Moratorium period	6 months after completion of the course or getting a job, whichever is earlier.
5.	Delegated authority to SCA to sanction loan	SCAs are advised to sanction/disburse loan based on ground reality.
6.	Repayment period for beneficiaries	5 years
7.	Repayment period for the SCA	5 years
8.	Means of Financing NMDFC : SCA : Beneficiary contribution	90 : 5 : 5

### iii. Micro Financing Scheme

Under the Micro Financing Scheme, micro-credit is extended to the members of the Self Help Groups (SHGs), specially the minority women scattered in remote villages and urban slums, who are not able to take advantage of the formal banking credit as well as the NMDFC programmes, through its SCAs. NMDFC is implementing the scheme on the pattern of Grameen Bank of Bangladesh and Rashtriya Mahila Kosh (RMK). The scheme 'requires that the beneficiaries are organized into Self Help Groups (SHGs) and get into habit of thrift & credit, however small.

The scheme envisages micro-credit to the poorest among the poor through NGOs of proven track-record and their network of Self Help Groups (SHGs). It is an informal loan scheme which ensures quick delivery of loan at the door steps of the beneficiaries. Under this scheme, small loans up to a maximum of Rs. 1.00 lacs per member of SHG are provided through the NGOs / SHGs. The scheme is implemented through the SCAs as well as the NGOs. Funds are given to the NGOs /SCAs at an interest rate of 1%, which further on-lend to the SHGs, at an interest rate not more than 7% p.a. The repayment period under the scheme is maximum of 36 months.

S. No.	Parameters	Scheme Details
1.	Loan Amount	Up to Rs. 1.00 Lakh per member of SHG
2.	Rate of Interest for SCA	1% p.a.
3.	Rate of Interest for NGOs by SCAs	2% p.a. (Margin for SCA 1%)
4.	Rate of Interest for SHGs by NGOs	7% p.a. (Margin for NGO 5%)
5.	Rate of Interest for SHGs by SCAs	7% p.a. (Margin for SCA 6%)
6.	Rate of Interest for Beneficiaries/SHGs	7% p.a.
7.	Rate of Interest for NGOs by NMDFC directly	1% p.a. (Margin for NGO 6% p.a.)
8.	Moratorium period	3 Months

9.	Delegated authority to SCA to sanction loan to NGOs/Federation	Limit of Rs.25.00 Lakhs per NGO/Federation
10.	Repayment period for the Beneficiaries	3 Years
11.	Repayment period for the SCAs/NGOs	4 Years / 3 Years
12.	Utilization Period for the SCAs /NGOs	3 Months/ 1 Month
13	Means of Financing NMDFC: SCA : Beneficiary Contribution	90: 5 : 5

### Promotional Schemes

#### i. Vocational Training Scheme

The Vocational Training Scheme of NMDFC aims at imparting skills to the targeted individual beneficiaries leading to self/wage employment. The scheme is implemented through the State Channelising Agencies, which organize need based vocational training programmes in their States with the help of local Government owned / recognized training institutes in trades having potential for self/wage employment. The cost of the training programme is upto Rs. 2000 per candidate per month for courses of maximum duration of 6 months. Stipend @ Rs.1000 per month per trainee is also offered during the training. As per the scheme 90% of the training cost is met by NMDFC as a grant while the remaining 10% is borne by the SCA/Training Institute. The SCAs/Training Institute have to ensure placement of at least 80% trainees in wage employment/self-employment. Handholding support of 1 year is also given to trainees after the training program.

The SCAs are required to submit their proposals to NMDFC in the prescribed formats for approval/release of funds.

Sr. No.	Parameters	Scheme Details
1.	Training Cost	Up to Rs. 2,000/- per month per trainee
2.	Duration of Training	Up to 6 months

3.	Stipend	Rs. 1, 000/- per month per trainee.
4.	Means of Financing NMDFC : SCA/Trg. Institute	90: 10

**ii. Marketing Assistance Scheme**

The Marketing Assistance Scheme is meant for individual crafts-persons, beneficiaries of NMDFC as well as SHG members and is implemented through SCAs with a view to support the crafts-persons to promote marketing & sale of their products at remunerative prices. NMDFC assists the SCAs in organizing State/District level exhibitions at selected locations. In these exhibitions, handloom/handicraft products of Minority crafts-persons are exhibited and sold. Such exhibitions also serve the purpose of organizing “buyer seller meet”, which is considered very useful for product development and market promotion, for domestic market as well as for exports. NMDFC provide grants for organizing exhibitions, as per the specific guidelines of the scheme, after due appraisal of the proposals.

S. No.	Parameters	Details	
1.	Indicative Stall Rent	For A Class cities Rs. 22,000/stall, For B Class cities Rs. 18,000/stall, For C Class cities Rs. 14,000/stall.  All metros are A class cities, All State Capitals other than Metros are B Class cities, District headquarters/ other cities are C Class cities.	
2.	TA	2 <sup>nd</sup> class sleeper or ordinary bus fare (on actual) by shortest route.	
3.	DA (per day)	Class of City	DA Rate
		A Class	Rs. 700/-
		B Class	Rs. 600/-
4.	Total Cost for	C Class	Rs. 500/-
		Class of City	Total indicative cost

	organizing exhibition at SCA level	<table border="1"> <tr> <td>A Class</td> <td>Rs. 18.00 lacs</td> </tr> <tr> <td>B Class</td> <td>Rs. 15.20 lacs</td> </tr> <tr> <td>C Class</td> <td>Rs. 12.40 lacs</td> </tr> </table> <p>The overall cost for organizing the exhibition would include hiring of space for exhibition, erection of stalls- its decoration &amp; lighting, publicity &amp; advertisement, branding, TA, fixed DA, fire-fighting arrangements, insurance, transportation of exhibits, expenses in organizing buyer seller meet, etc.</p>	A Class	Rs. 18.00 lacs	B Class	Rs. 15.20 lacs	C Class	Rs. 12.40 lacs
A Class	Rs. 18.00 lacs							
B Class	Rs. 15.20 lacs							
C Class	Rs. 12.40 lacs							
5.	Participants	<p>60 local artisans/beneficiaries and 20 artisans/beneficiaries from outside the state.</p> <p>NMDFC will provide the list of 20 artisans/beneficiaries either out of its own data bank or from the other States. This will help to provide variety to products brought In the exhibition. List of 20 artisans will be provided at least 10 days before start of exhibition by NMDFC, else organizing SCA will draw participants out of waiting list on hearing from NMDFC. This is to ensure that the stalls are not left vacant in the exhibition.</p>						
6.	Max. Stalls in Exhibition	40 stalls. If lesser number of stall are put, then the expenditure would be reduced proportionately.						
7.	Duration of exhibition	15 Days. If exhibition is organized for lesser number of days, expenditure would be reduced proportionately.						
8.	Means of Financing NMDFC : SCAs	90% : 10%						
9.	Occupancy in each Stall	Each Stall will be shared by two participants.						

10.	Size of Each Stall	Should normally be of 10fts x 10fts size.
11.	Maintenance of Sales Figure	Participants have to maintain Bill Book and all sales should be recorded in it. The representative of the SCA should maintain a Sales Register in respect of all the participants.
12.	Maintenance of Attendance Record	The representative of the SCA should maintain attendance register & attendance of the artisan is to be taken daily to ensure their presence during the exhibition. Attendance of the artisans will also help to regulate payment of DA to the artisan.

**iii. Mahila Samridhi Yojana**

It is a unique scheme linking micro-credit with the training to the women members to be formed in to SHGs, in the trades such as tailoring, cutting and embroidery, etc. It is being implemented by NMDFC, through the State Channelising Agencies of NMDFC as well as NGOs. Under the Mahila Samridhi Yojana, training is given to a group of around 20 women in any suitable women friendly craft activity. The group is formed into Self Help Group during the training itself and after the training, micro-credit is provided to the members of the SHG so formed. The maximum duration of the training is of six months with maximum training expenses of Rs. 1,500 p.m. per trainee. During the training a stipend of Rs. 1,000 p.m. is also paid to the trainees. The training cost and stipend is met by NMDFC as grant. After the training, need based micro credit subject to a maximum of Rs. 1.00 lac is made available to each member of SHG, so formed at an interest rate of 7% p.a.

**iv. Grant in Aid Assistance scheme**

The SCAs of NMDFC are supported under the scheme of Grant In Aid Assistance (GIA) of the Ministry of Minority Affairs to strengthen their infrastructure for effective implementation of NMDFC schemes. So far, Rs.21.81 crores has been released to the various SCAs by NMDFC.

**Ministry of Minority affairs**

To Read, Click the below links

**Acts**

- Durgah Khawaja Saheb Act, 1955
- National Commission for Minorities Act
- Wakf Act, 1995
- Wakf(Amendment) Act, 2013

**Rules**

- Central Wakf Council (Amendment) Rules 2014
- Central Wakf Council (Amendment) Rules 2015
- Waqf Properties Lease Rules, 2014
- Waqf Properties Lease (Amendment) Rules, 2015
- Model Waqf Rules, 2016

**E – Books**

- Compendium of Schemes/ Programmes run by the Ministry and its Subordinate Organizations
- e-Book "Rajbhasha Digdarshika"
- Employment and Unemployment Situation among Major Religious Groups in India – NSSO 66th Round

**NCM – National Commission for Minorities**

The Union Government set up the National Commission for Minorities (NCM) under the National Commission for Minorities Act, 1992. Five religious communities, viz; Muslims, Christians, Sikhs, Buddhists and Zoroastrians (Parsis) have been notified as minority communities by the Union Government. Further vide notification dated 27th Jan 2014, Jains have also been notified as minority community.

Andhra Pradesh, Assam, Bihar, Chattisgarh, Delhi, Jharkhand, Karnataka, Maharashtra, Madhya Pradesh, Manipur, Rajasthan, Tamil Nadu, Uttarakhand, Uttar Pradesh and West Bengal have also set up State Minorities Commissions in their respective States. Their offices are located in the State capitals. The functions of these Commissions, *inter-alia*, are to safeguard and protect the interests of minorities provided in the Constitution and laws enacted by Parliament and the State Legislatures.

Aggrieved persons belonging to the minority communities may approach the concerned State Minorities Commissions for redressal of their grievances. They may also send their representations, to the National Commission for Minorities, after exhausting all remedies available to them.

**Composition of Commission – [CLICK HERE](#)****Library**

The National Commission for Minorities (NCM) is a statutory body set up by the Central Government under the NCM Act, 1992. The main functions of the Commission as laid down in Section 9(1) of NCM Act, 1992 are to monitor the implementation of the Constitutional and legal safeguards provided to the notified religious communities by the Union and State Governments and to make recommendations to them for effective implementation of such safeguards. The NCM Library has about 6,000 books and journals and large number of them are on issues concerning the minority communities. The library also has four computers and a photocopier.

**Guidelines for using the facilities in NCM Library for doing research or studies on issues related to the minority communities**

The facilities of library can be availed of for doing research or studies on minority issues by persons other than the NCM employees subject to the following terms and conditions:-

- i. The person desirous of using the NCM library facilities should be attached with a renowned educational institution or a registered NGO or government body.
- ii. An application for use of the NCM facilities should be submitted to Secretary, NCM in the prescribed format in the annexure, at least ten (10) days before the date on which the use of the facilities is to start. The application on the prescribed format should be accompanied with a recommendation addressed to Secretary, NCM from the Head of the educational institution, NGO or government body for use of the library facilities by the applicant. A photograph of the applicant should be affixed on the prescribed form.
- iii. The applicant is required to give an undertaking in the application that he/she agrees to abide by the terms and conditions as applicable from time to time
- iv. Before the expiry period of 10 days, the applicant will be informed by registered post, of the decision of the Commission regarding use of the library facilities. In case the permission is accorded, the applicant will be issued temporary membership of NCM library for a maximum period of one month. The temporary membership card will not be transferable and the holder of the card will be held responsible if the card is misused. The cardholder's permission to use the library facilities is liable to be cancelled for unacceptable conduct or misuse on the report of the Librarian. However, the permission can be cancelled without assigning any reason. The decision of the Secretary, NCM would be final and no correspondence will be entertained on the issue of cancellation.
- v. The user should carry the membership card with him whenever he visits the library.
- vi. Borrowing of books and journals will not be permitted. Mutilation of the books and journals is prohibited and the user of the library facilities will be liable to pay damages to the Commission for mutilation of the books and journals in addition to inviting cancellation of his permission to use the library. The level of the damages will be decided by the NCM whose decision will be final.
- vii. Internet facility will not be available.
- viii. The timing of the use of NCM library will be from 11:00 A.M. to 1:00 P.M. and from 3:00 P.M. to 5:00 P.M.
- ix. No telephone facility will be available, except in emergencies or compelling circumstances.
- x. The user will have to confine himself within the library premises and will not be allowed to interact with the employees of the Commission.
- xi. Since the space in the library is limited, only four scholars at a time can be accommodated. The permission will therefore be granted on a first come first served basis, the date of receipt of the application being the relevant date.

- xii. The guidelines can be amended as and when required by the NCM.
- xiii. Proper decorum will have to be maintained at all times as behooves a library.
- xiv. No extension will be allowed beyond one month since opportunity has to be given to those waiting in the queue for utilizing the library facilities. If a user is desirous of coming back for using the available facilities, he/she will have to reapply and get back in the queue.

**Minority Population as per 2011 census – [CLICK HERE](#)**

### **Constitutional rights and safeguards provided to the minorities in India**

#### **1. Constitutional safeguards for religious and linguistic minorities of India**

Though the Constitution of India does not define the word ‘Minority’ and only refers to ‘Minorities’ and speaks of those ‘based on religion or language’, the rights of the minorities have been spelt out in the Constitution in detail.

#### **2. ‘Common Domain’ and ‘Separate Domain’ of rights of minorities provided in the Constitution**

The Constitution provides two sets of rights of minorities which can be placed in ‘common domain’ and ‘separate domain’. The rights which fall in the ‘common domain’ are those which are applicable to all the citizens of our country. The rights which fall in the ‘separate domain’ are those which are applicable to the minorities only and these are reserved to protect their identity. The distinction between ‘common domain’ and ‘separate domain’ and their combination have been well kept and protected in the Constitution. The Preamble to the Constitution declares the State to be ‘Secular’ and this is a special relevance for the Religious Minorities. Equally relevant for them, especially, is the declaration of the Constitution in its Preamble that all citizens of India are to be secured ‘liberty of thought, expression, belief, faith and worship and ‘equality of status and of opportunity.’

#### **2.1 ‘Common Domain’, the Directive Principles of State Policy – Part IV of the Constitution**

The Constitution has made provisions for the Fundamental Rights in Part III, which the State has to comply with and these are also judicially enforceable. There is another set of non-judicial rights stated in Part IV, which are connected with social and economic rights of the people. These rights are known as ‘Directive Principles of State Policy’, which legally are not binding upon the State, but are “fundamental in the governance of the country and it shall be the duty of the State to apply these principles in making laws”. (Article 37). Part IV

of the Constitution of India, containing non-justiciable Directive Principles of State Policy, includes the following provisions having significant implications for the Minorities :-

- i. obligation of the State ‘to endeavour to eliminate inequalities in status, facilities and opportunities’ amongst individuals and groups of people residing in different areas or engaged in different vocations; [Article 38 (2) ]
- ii. obligation of State ‘to promote with special care’ the educational and economic interests of ‘the weaker sections of the people’ (besides Scheduled Castes and Scheduled Tribes); [Article 46] and

## 2.2 ‘Common Domain’, the Fundamental Duties – Part IVA of the Constitution

Part IVA of the Constitution, relating to Fundamental Duties as provided in Article 51 A applies in full to all citizens, including those belonging to Minorities. Article 51A which is of special relevance for the Minorities stipulates as under :-

- i. citizens’ duty to promote harmony and the spirit of common brotherhood amongst all the people of India ‘transcending religious, linguistic and regional or sectional diversities; and
- ii. citizens’ duty to value and preserve the rich heritage of our composite culture.’

## 2.3 ‘Common Domain’, the Fundamental Rights – Part III of the Constitution

The Constitution has provided a definite space for both the ‘domains’ i.e. ‘common’ as well as ‘separate’. In Part III of the Constitution, which deals with the Fundamental Rights is divided into two parts viz. (a) the rights which fall in the ‘common domain’ and (b) the rights which go to the ‘separate domain’. In the ‘common domain’, the following fundamental rights and freedoms are covered:

- i. people’s right to ‘equality before the law’ and ‘equal protection of the laws’; [Article 14]
- ii. prohibition of discrimination against citizens on grounds of religion, race, caste, sex or place of birth; [Article 15 (1) & (2)]
- iii. authority of State to make ‘any special provision for the advancement of any socially and educationally backward classes of citizens’ (besides the Scheduled Castes and Scheduled Tribes); [Article 15 (4)]
- iv. citizens’ right to ‘equality of opportunity’ in matters relating to employment or appointment to any office under the State – and prohibition in this regard of

- discrimination on grounds of religion, race, caste, sex or place of birth; [Article 16(1)&(2)]
- v. authority of State to make ‘any provision for the reservation of appointments or posts in favour of any backward class of citizens which, in the opinion of the State, is not adequately represented in the services under the State; [Article 16(4)]
  - vi. people’s freedom of conscience and right to freely profess, practice and propagate religion – subject to public order, morality and other Fundamental Rights; [Article 25(1)]
  - vii. right of ‘every religious denomination or any section thereof – subject to public order, morality and health – to establish and maintain institutions for religious and charitable purposes, ‘manage its own affairs in matters of religion’, and own and acquire movable immovable property and administer it ‘in accordance with law’; [Article 26]
  - viii. prohibition against compelling any person to pay taxes for promotion of any particular religion’; [Article 27]
  - ix. people’s ‘freedom as to attendance at religious instruction or religious worship in educational institutions’ wholly maintained, recognized, or aided by the State.[Article 28]

#### 2.4 ‘Separate Domain’ of Minority Rights

The Minority Rights provided in the Constitution which fall in the category of ‘Separate Domain’ are as under:-

- i. right of ‘any section of the citizens’ to ‘conserve’ its ‘distinct language, script or culture’; [Article 29(1)]
- ii. restriction on denial of admission to any citizen, to any educational institution maintained or aided by the State, ‘on grounds only of religion, race, caste, language or any of them’; [Article 29(2)]
- iii. right of all Religious and Linguistic Minorities to establish and administer educational institutions of their choice;[Article 30(1)]
- iv. freedom of Minority-managed educational institutions from discrimination in the matter of receiving aid from the State;[Article30(2)]
- v. special provision relating to the language spoken by a section of the population of any State;[Article 347]
- vi. provision for facilities for instruction in mother-tongue at primary stage;[Article 350 A]

- vii. provision for a Special Officer for Linguistic Minorities and his duties; and [Article 350 B]
- viii. Sikh community's right of 'wearing and carrying of kirpans; [Explanation 1 below Article 25]

### 3. India's multi-culturalism interwoven in the Constitution

The various Articles of the Constitution providing rights to the minorities, clearly and firmly point out to only one direction: that of a multi-religious, multi-cultural, multi-lingual and multi-racial Indian society, interwoven into an innate unity by the common thread of national integration and communal harmony. By the yardstick adopted by the framers of the Constitution and crystallized into its provisions the Indian Nation is not just a conglomeration of individual inhabitants of this State; it comprises of two distinct categories of constituents. The two-tier commonwealth of Indian Nation includes, on one hand, every citizen of India individually and, on the other hand, the multitude of religious, linguistic, cultural and ethnic groups among its citizens. The Indian Nation is an enormous coparcenary in which the individual citizens are also members of their own respective branches taking the form of religious, cultural, linguistic and ethnic groups. And all these groups, like all individuals, have the same Fundamental Rights to enjoy and the same Fundamental Duties to discharge.

### 4. Protection of weaker sections in Indian pluralistic society

The social pluralism of India, as fortified by the unique Constitutional concept of secularism, raises the need for the protection and development of all sorts of weaker sections of the Indian citizenry – whether this 'weakness' is based on numbers or on social, economic or educational status of any particular group. The Constitution, therefore, speaks of Religious and Linguistic Minorities, Scheduled Castes, Scheduled Tribes and Backward Classes and makes – or leaves room for making – for them special provisions of various nature and varying import.

### UN Declaration of 18th December 1992

In order to strengthen the cause of the minorities, the United Nations promulgated the "Declaration on the Rights of Persons belonging to National or Ethnic, Religious and Linguistic Minorities" on 18th December 1992 proclaiming that:

“States shall protect the existence of the National or Ethnic, Cultural, Religious and Linguistic identity of minorities within their respective territories and encourage conditions for the promotion of that identity.”

The National Commission for Minorities has been observing the 18th December as a Minorities Rights Day every year.

### NCM Act

Act XIX of 1992, passed on 17.5.1992, enforced w.e.f 17.5.1993; amended by National Commission for Minorities (Amendment) Act 1995 [Act XLI of 1995 passed on 8.9.1995] for creating the post of a Vice-Chairman out of the originally six Members.

An Act to constitute a National Commission for Minorities and to provide for matters connected therewith or incidental thereto.

Be it enacted by Parliament in the Forty-third year of the Republic of India as follows:-

#### CHAPTER I : PRELIMINARY

##### 1. Short title, extent and commencement

- i. This Act may be called the National Commission for Minorities Act, 1992.
- ii. It extends to the whole of India except the State of Jammu and Kashmir.
- iii. It shall come into force on such date as the Central Government may, by notification in Official Gazette, appoint.

##### 2. Definitions.-

In this Act, unless the context otherwise requires.

- i. “Commission” means the National Commission for Minorities constituted under section 3.
- ii. “Member” means a Member of the Commission [ and includes the Vice Chairperson].
- iii. “Minority”, for the purposes of this Act, means a community notified as such by the Central Government.
- iv. “prescribed” means prescribed by Rules made under this Act.

## CHAPTER II : THE NATIONAL COMMISSION FOR MINORITIES

## 3. Constitution of the National Commission for Minorities.–

- i. The Central Government shall constitute a body to be known as the National Commission for Minorities to exercise the powers conferred on, and to perform the functions assigned to, it under this Act.
- ii. The Commission shall consist of a Chairperson, [a Vice Chairperson and five] Members to be nominated by the Central Government from amongst persons of eminence, ability and integrity; Provided that five Members including the Chairperson shall be from amongst the Minority communities.

## 4. Term of office &amp; conditions of service of Chairperson &amp; Members.–

- i. The Chairperson and every Member shall hold office for a term of three years from the date he assumes office.
- ii. The Chairperson or a Member may, by writing under his hand addressed to the Central Government, resign from the office of Chairperson or, as the case may be, of the Member at any time.
- iii. The Central Government shall remove a person from the office of Chairperson or a Member referred to in sub-section (2) if that person –
  - a. becomes an undischarged insolvent.
  - b. is convicted and sentenced to imprisonment for an offence which in the opinion of the Central Government involves moral turpitude.
  - c. becomes of unsound mind and stands so declared by a competent court.
  - d. refuses to act or becomes incapable of acting.
  - e. is, without obtaining leave of absence from the Commission, absent from three consecutive meetings of the Commission.
  - f. has, in the opinion of the Central Government, so abused the position of Chairperson, or Member, as to render that person's continuance in office detrimental to the interests of Minorities or the public interest: Provided that no person shall be removed under this clause until that person has been given a reasonable opportunity of being heard in the matter.
- iv. A vacancy caused under sub-section (2) or otherwise shall be filled by fresh nomination.
- v. The salaries and allowances payable to, and the other terms and conditions of service of, the Chairperson and Members shall be such as may be prescribed.

**5. Officers and other employees of the Commission.-**

- i. The Central Government shall provide the Commission with a Secretary and such other officers and employees as may be necessary for the efficient performance of the functions of the Commission under this Act.
- ii. The salaries and allowances payable to, and the other terms and conditions of service of, the officers and other employees appointed for the purpose of the Commission shall be such as may be prescribed.

**6. Salaries and allowances to be paid out of grants.-**

The salaries and allowances payable to the Chairperson and Members and the administrative expenses, including salaries, allowances and pensions payable to the officers and other employees referred to in section 5, shall be paid out of the grants referred to in sub-section (1) of section 10.

**7. Vacancies, etc. not to invalidate proceedings of the Commission.-**

No act or proceeding of the Commission shall be questioned or shall be invalid merely on the ground of the existence of any vacancy or defect in the constitution of the Commission.

**8. Procedure to be regulated by the Commission.-**

- i. The Commission shall meet as and when necessary at such time and places as the Chairperson may think fit.
- ii. The Commission shall regulate its own procedure.
- iii. All orders and decisions of the Commission shall be authenticated by the Secretary or any other officer of the Commission duly authorized by the Secretary on his behalf.

**CHAPTER III : FUNCTIONS OF THE COMMISSION****9. Functions of the Commission.-**

- i. The Commission shall perform all or any of the following functions, namely:-
  - a. evaluate the progress of the development of Minorities under the Union and States.
  - b. monitor the working of the safeguards provided in the Constitution and in laws enacted by Parliament and the State Legislatures.

- c. make recommendations for the effective implementation of safeguards for the protection of the interests of Minorities by the Central Government or the State Governments.
  - d. look into specific complaints regarding deprivation of rights and safeguards of the Minorities and take up such matters with the appropriate authorities.
  - e. cause studies to be undertaken into problems arising out of any discrimination against Minorities and recommend measures for their removal.
  - f. conduct studies, research and analysis on the issues relating to socio-economic and educational development of Minorities.
  - g. suggest appropriate measures in respect of any Minority to be undertaken by the Central Government or the State Governments.
  - h. make periodical or special reports to the Central Government on any matter pertaining to Minorities and in particular the difficulties confronted by them.
  - i. any other matter which may be referred to it by the Central Government.
- ii. The Central Government shall cause the recommendations referred to in clause (c) of sub-section (1) to be laid before each House of Parliament along with a memorandum explaining the action taken or proposed to be taken on the recommendations relating to the Union and the reasons for the non-acceptance, if any, of any of such recommendations.
  - iii. Where any recommendation referred to in clause (c) of sub-section (1) or any part thereof is such with which any State Government is concerned, the Commission shall forward a copy of such recommendation or part to such State Government who shall cause it to be laid before the Legislature of the State along with a memorandum explaining the action taken or proposed to be taken on the recommendations relating to the State and the reasons for the non-acceptance, if any, of any of such recommendation or part.
  - iv. The Commission shall, while performing any of the functions mentioned in sub-clauses (a), (b) and (d) of sub-section (1), have all the powers of a civil court trying a suit and, in particular, in respect of the following matters, namely:-
    - a. summoning and enforcing the attendance of any person from any part of India and examining him on oath.
    - b. requiring the discovery and production of any document.
    - c. receiving evidence of affidavits.
    - d. requisitioning any public record or copy thereof from any court or office.
    - e. issuing commissions for the examination of witnesses and documents; and
    - f. any other matter which may be prescribed.

## CHAPTER IV . FINANCE, ACCOUNTS AND AUDIT

**10. Grants by the Central Government.-**

- i. The Central Government shall, after due appropriation made by Parliament by law in this behalf, pay to the Commission by way of grants such sums of money as the Central Government may think fit for being utilized for the purposes of this Act.
- ii. The Commission may spend such sums as it thinks fit for performing the functions under this Act, and such sums shall be treated as expenditure payable out of the grants referred to in sub-section (1).

**11. Accounts and audit.-**

- i. The Commission shall maintain proper accounts and other relevant records and prepare an annual statement of accounts in such form as may be prescribed by the Central Government in consultation with the Comptroller and Auditor-General of India.
- ii. The accounts of the Commission shall be audited by the Comptroller and Auditor-General at such intervals as may be specified by him and any expenditure incurred in connection with such audit shall be payable by the Commission to the Comptroller and Auditor-General.
- iii. The Comptroller and Auditor-General and any person appointed by him in connection with the audit of the accounts of the Commission under this Act shall have the same rights and privileges and the authority in connection with such audit as the Comptroller and Auditor-General generally has in connection with the audit of government accounts and, in particular, shall have the right to demand the production of books, accounts, connected vouchers and other documents and papers and to inspect any of the offices of the Commission.

**12. Annual Report.-**

The Commission shall prepare, in such form and at such time, for each financial year, as may be prescribed, its annual report, giving a full account of its activities during the previous financial year and forward a copy thereof to the Central Government.

**13. Annual Report and audit report to be laid before Parliament.-**

The Central Government shall cause the Annual Report together with a memorandum of action taken on the recommendations contained therein, in so far as they relate to the

Central Government, and the reasons for the non-acceptance, if any, of any of such recommendations and the audit report to be laid, as soon as may be after the reports are received, before each House of Parliament.

#### CHAPTER V : MISCELLANEOUS

##### 14. Chairperson, Members & staff of Commission to be public servants;-

The Chairperson, Members and employees of the Commission shall be deemed to be public servants within the meaning of Section 21 of the Indian Penal Code.

##### 15. Power to make rules.-

(i) The Central Government may, by notification in the Official Gazette, make rules for carrying out the provisions of this Act.

(ii) In particular, and without prejudice to the generality of the foregoing powers, such rules may provide for all or any of the following matters, namely:-

- a. salaries and allowances payable to, and the other terms and conditions of service of, the Chairperson and Members under sub-section (5) of section 4 and of officers and other employees under sub-section (2) of section 5;
- b. any other matter under clause (f) of sub-section (4) of section 9.
- c. the form in which the annual statement of accounts shall be maintained under sub-section (1) of section 11.
- d. the form in, and the time at, which the Annual Report shall be prepared under section 12.
- e. any other matter which is required to be, or may be, prescribed.

(iii) Every rule made under this Act shall be laid, as soon as may be after it is made, before each House of Parliament, while it is in session for a total period of thirty days which may be comprised in one session or in two or more successive sessions and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule, or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be-so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

**16. Power to remove difficulties.–**

- i. If any difficulty arises in giving effect to the provisions of this Act, the Central Government may, by order published in the Official Gazette, make such provisions, not inconsistent with the provisions of this Act, as appear to it to be necessary or expedient for removing the difficulty: Provided that no such order shall be made after the expiry of a period of two years from the date of commencement of this Act.
- ii. Every order made under this section shall, as soon as may be after it is made, be laid before each House of Parliament

**RTI act 2005 handbook – [CLICK HERE](#)**

***Maulana Azad Education Foundation******About Maulana Azad Education Foundation***

The Foundation was established on the occasion of Maulana Abul Kalam Azad's birth centenary celebrations. His eventful life was packed with outstanding achievements in the diverse fields. He was towering figure on the Indian political scene and a scholar rated high in the realms of Urdu Literature.

To this, he added a trend-setting innings as a journalist. But his greatest claim to fame was his contribution as a thinker with a world vision and humanist outlook. A dogged freedom fighter and an un-failing upholder of secular and democratic values.

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The Foundation is a voluntary, non-political, non-profit making social service organization, established to promote education amongst educationally backward sections of the Society. It

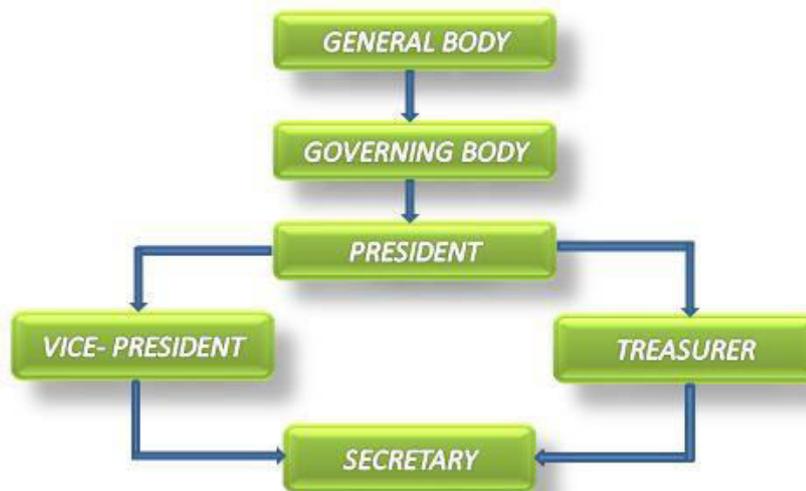
is fully funded by the Ministry of Minority Affairs, Govt. of India. The Honorable Minister of Minority Affairs is Ex-Officio President of the Foundation. It was registered under the Societies Registration Act, 1860 on 6th July 1989.

The General Body of the Foundation consists of 15 members out of which six members are ex-officio including the President, MAEF and rest nine members are nominated by the President, MAEF. The management of the Foundation is entrusted with its Governing Body, which consist of six members (including President, MAEF) selected from amongst the members of the General Body.

**Vision and Mission**

- The Foundation was established to promote education amongst the educationally backward minorities in particular and other weaker sections in general.
- The Foundation is a voluntary, non-political, non-profit making social service organization, established to promote education amongst educationally backward minorities.

**Organization chart of MAEF**



**GRANT IN AID****Objectives of the Scheme.–**

- To provide basic educational infrastructure and facilities in the area of concentration of educationally backward minorities which do not ; have adequate provision for elementary , secondary schools and Sr . Sec . Schools / Jr . Colleges / Professional &; Vocational Training Institutes.

**Purpose for which Grant-in-Aid is provided.–**

- Financial assistance for construction/expansion of Schools working for the educationally backward minorities.
- Financial assistance for purchase of Science/Computer lab equipments/furniture for the Institutions working for the educationally backward minorities.
- Financial assistance for purchase of equipments / construction / Expansion of Vocational Training Centre/ITI/Polytechnic working for the educationally backward minorities.
- Financial assistance for construction of Hostel building in the institutions working for the educationally backward minorities.
- Financial assistance construction/Expansion of D .Ed/B .Ed. College working for the educationally backward minorities.
- Financial assistance for construction of Toilets in the Schools assisted by MAEF.

**Eligibility Criteria.–**

- Society/Trust should be registered under the Societies Registration Act/ Indian Trust Act for the last three years.
- Society/Trust (NGO) should be registered on NGO-D ARPAN of NITI Aayog Portal.
- Society/Trust (NGO) must be having properly constituted Managing Committee with its powers clearly defined in its bye-laws.
- Society/Trust must be having proper audit reports with Balance Sheet, Receipt- Payment and Income-Expenditure statements reflecting educational activities carried out for the last three years.
- Society/Trust should be in a position to receive involvement of knowledge-able persons for furtherance of their programmes on voluntary basis.
- Society/Trust (NGO) should not be run for the profit of any individual or a body of individuals/ family and it should not be controlled by any individual or a body of

individuals/ family . The members from one family should not be more than 50% in the Managing Committee . The NGO will have to attach an affidavit on Rs .100/- stamp paper that the members belonging to one family are less than 50%.

- The institutions for whose construction/expansion the assistance is required should be in existence and recognized/affiliated to the concerned State/Central Board/ Council/ University.
- Society/Trust should promote communal harmony and social unity.
- More than 25% of the beneficiary students in the Institution for whose expansion/strengthen assistance is sought should be belonging to educationally backward minorities/target group.
- For seeking assistance for construction of hostel building , it is necessary that the Institution for which the hostel is required should be recognized at least up to 12 th standard and 10 standard for North Eastern States and Jammu &; Kashmir.
- Society/Trust (NGO) must be having at least 500 sq. yard land (in urban/semi-urban areas) or at least half acre land (in rural areas) in its name or on lease for not less than 30 years for the proposed project or as per criteria laid down by recognizing / affiliating body of respective State / Central Board / Council/ University.
- Society/Trust (NGO) should be ready to invest at least 15% of the total cost of project as NGO's share on the project
- Society/Trust (NGO) will not take loan on the building constructed/being constructed with MAEF assistance/on the land on which the building has been constructed with the assistance of the Foundation. However , if it becomes necessary , then prior permission of the Foundation for the same will be necessary.
- Society/Trust (NGO) will have to inform about the funds received under FCRA, if any , or funds likely to be received under FCRA.
- Institutions recognized by Madarsa Boards or running as Study/ Examination Centres of NCPUL, NIOS , MANNU etc . are not entitled for getting grants from MAEF.

**Rules and Regulations – [CLICK HERE](#)**

**Khwaja Gharib Nawaz Skill Development Training for Minorities**

**For Guidelines – [CLICK HERE](#)**

**Swachh Vidyalaya Initiative**

**For Guidelines – [CLICK HERE](#)**

**Grant-in-Aid Scheme**

The Grant-in-Aid Scheme was started by the Foundation in 1989-1990 and the main purpose of the Scheme is providing assistance to NGOs for infrastructure development of the institutions run by them. The Grant-in-Aid Scheme of the Foundation is a very popular scheme and the Foundation has assisted more than 1500 institution since inception spread all over the country and has sanctioned more than Rs.200.00 Crores under the Scheme.s

**For Guidelines [CLICK HERE 1](#) / [CLICK HERE 2](#)**

**Begum Hazrat Mahal National Scholarship for Meritorious Girl Students****Objective of the Scheme**

- To recognize, promote and assist meritorious Girl students belonging to National Minorities who can not continue their education without financial support.

**Purpose of Scholarship**

- Scholarship will be admissible for expenditure on payment of School/College Fee, purchase of syllabus books, purchase of stationery/equipments required for the course and payment of Boarding/Lodging charges.

**Eligibility**

- Only girl students belonging to six notified Minority Communities i.e. Muslims, Christians, Sikhs, Buddhists, Jains and Parsis are eligible.
- Scholarship will be awarded to minorities girl students who are studying in Class 9th to 12th, and have secured at-least 50% marks or equivalent grade in aggregate in previous class.
- Annual income of students parents/guardian from all sources does not exceed Rs. 2.00 lakh.

- Students have to submit the Income certificate of parents/guardian that should be issued by the Competent Authority declared by the State Government/UTs Administration.

Proposals Invited for (PIAs) under Khwaja Gharib Nawaz Skill Development Training for Minorities - [CLICK HERE](#)

### Committee on the Establishment of Educational Institutions for Educationally Backward Minorities

For details – [CLICK HERE](#)

### TISS Report

For details – [CLICK HERE](#)

### Educational Development of Minorities

#### Overview

1. "Education is the single most important instrument for social and economic transformation. A well educated population, adequately equipped with knowledge and skill is not only essential to support economic growth, but is also a precondition for growth to be inclusive since it is the educated and skilled person who can stand to benefit most from the employment opportunities which growth will provide." (Para 10.1 of the Approach to the XIIth Five Year Plan). The Ministry of Human Resource Development has focused on an inclusive agenda, with a vision of realizing India's human resource potential to its fullest, with equity and excellence.

2. "All minorities...shall have the right to establish and administer education institutions of their own"\_\_\_\_\_ is the mandate, as per Article 30(1) of the Constitution. Government is committed to address the existing backwardness in education of minorities, especially the Muslims, constituting the major chunk of the minorities. Therefore, the Prime Minister's New 15 Point Programme, inter-alia, aims to enhance opportunities for education of minorities ensuring an equitable share in economic activities and employment.

3. As per the Census Report 2001, the percentages of minority population, viz. Muslims, Christians, Sikhs, Buddhists and Zoroastrians (Parsis) and their literacy rates are, as under:

Communities	Percentage of population	Percentage of literacy
Muslims	12.4	59.1
Christians	2.3	80.3
Sikhs	1.9	69.4
Buddhists	0.8	72.7
Zoroastrians (Parsis)	0.007	97.9

4. According to 'Sachar Committee Report' "one-fourth of Muslim children in the age group of 6-14 years have either never attended school or are drop-outs. For children above the age of 17 years, the educational attainment of Muslims at matriculation is 17%, as against national average at 26%. Only 50% of Muslims who complete middle school are likely to complete secondary education, compared to 62% at national level". The Report has also drawn attention to the low levels of educational attainment among Muslim women, Muslims in rural areas as well as in technical and higher education.

The High Level Committee under the Chairmanship of Justice Rajinder Sachar has also made a number of recommendations for improvement of the educational status of the Muslim communities.

Further, the High Level Committee under the Chairmanship of Shri Mohd. A.A. Fatmi, the then Minister of State in the Ministry of HRD has also formulated a plan of action on the findings of the report of the Justice Sachar Committee.

5. Ministry of Human Resource Development has also constituted a National Monitoring Committee on Minorities' Education (NMCME) under the Chairmanship of Hon'ble Minister of Human Resource Development. A Standing Committee under the chairmanship of Shri Siraj Hussain, IAS, Additional Secretary, Government of India and former Vice-Chancellor, Jamia Hamdard has also been constituted to address issues relating to educational

empowerment of minorities. The objective of the Standing Committee and its Sub-Committees are, as under:-

- To monitor the minority related schemes/programs being implemented by the Ministry of Human Resource Development;
- To suggest modifications, if required, in the schemes of the Ministry of Human Resource Development with a view to cater to the specific needs and requirements of the minority community;
- To study report of previous Committees which have gone into the issues of minority education and welfare and suggest ways and means to implement the recommendations/conclusions of those Committees;
- To advise the Committee on setting up a monitoring mechanism for minority related schemes/programs being run by the Ministry of HRD and
- Any other issues relating to minority education which the Committee may want to bring to the notice of the Government and NMCME.

6. Ministry of HRD has taken several significant initiatives, as detailed below, during XIth Five Year Plan and the momentum of which are being continued/accelerated during the XIIth Five Year Plan.-

- Scheme for Providing Quality Education in Madrasas (SPQEM)

**For Guidelines – [CLICK HERE](#)**

- Scheme for Infrastructure Development of Private Aided/Unaided Minority Institutions (IDMI)

**For Guidelines – [CLICK HERE](#)**

- Sarva Shiksha Abhiyan (SSA)

**For Guideline – [CLICK HERE](#)**

- Kasturba Gandhi Balika Vidyalayas (KGBVs)

**For Guidelines – [CLICK HERE](#)**

- Extension of Mid-Day-Meals (MDM) Scheme to Madarsas/Maqtabs
- 'Saakshar Bharat'

**For guidelines – [CLICK HERE](#)**

- Jan Shikshan Sansathan (JSS)

**For Guidelines – [CLICK HERE](#)**

- Rashtriya Madhyamik Shiksha Abhiyan (RMSA)

**For Guidelines – [CLICK HERE](#)**

- Strengthening of the National Council for Promotion of Urdu Language (NCPUL)
- Establishment of the National Commission for Minority Educational Institutions (NCMEI)
- List of Minority Concentration Districts
- Sub-Mission on Polytechniques under the coordinated Action for skill development
- Girls Hostel Scheme
- Setting up model schools

7. In addition, Scholarship/Fellowship Schemes and Multi-Sectoral Development Programmes (MSDP) are being implemented by Ministry of Minority Affairs.

#### What Constitution Says

Article 46 of the Constitution states that, "The State shall promote, with special care, the education and economic interests of the weaker sections of the people, and, in particular of the Scheduled Castes and Scheduled Tribes, and shall protect them from social injustice and all forms of social exploitation." Articles 330, 332, 335, 338 to 342 and the entire Fifth and Sixth Schedules of the Constitution deal with special provisions for implementation of the objectives set forth in Article 46. Similarly, Articles 30 (1) provides for the rights of the Minorities to establish and administer educational institutions of their choice. These provisions need to be fully utilized for the benefit of these weaker sections in our society.

National Monitoring Committee for Minorities' Education (NMCME)

The National Monitoring Committee for Minorities' Education (NMCME) has been reconstituted via Ministry's Resolution No. 6-4/2010-MC (Pt.) dated 23.12.2011. The first meeting of the reconstituted Committee was held on March 5, 2012 at New Delhi. At this meeting, a decision was taken to constitute a Standing Committee of NMCME and five sub-Committees of NMCME as under:

- Implementation of Schemes Aimed at Minorities
- Mapping of Educational Requirements of Minorities – Region & District-wise
- Vocational Education & Skill Development of Minorities
- Girls' Education
- Promotion of Urdu Language and enhance compatibility amongst minorities through knowledge of English.

The Government is also running the following Schemes for the improvement of Educational and Economic lot of the Minorities:

- Central Sponsored Scheme for Providing Quality Education in Madrasa (SPQEM)
- Scheme for Infrastructure Development Private Aided/Unaided Minority Institutes (IDMI) – (Elementary Secondary/Senior Secondary Schools)

The following material will help you understand better the work done for granting equal opportunities to the Minorities in the country:-

- Prime Minister's 15-Point Programme for Minorities' Welfare (Including Status Report)
- Major Initiatives for Educational Advancement of Minorities
- Government Decisions on Sachar Committee Recommendations (Including Monitoring of Action Taken)
- Findings of Research Conducted by NUEPA – Participation of Muslims in Higher Education

### National Commission for Minority Educational Institutions

1. The National Commission for Minority Educational Institutions was set up in 2004. The Government brought out an Ordinance in November 2004 establishing the Commission. Later a Bill was introduced in the Parliament in December 2004 and both Houses passed the Bill. The NCMEI Act was notified in January 2005. Under the Prime Minister's New 15 Point Programme for Welfare of Minorities there will be definite goals which are to

be achieved in specific time frame. On high priority is enhancing opportunity for education.

2. The Commission is mandated to look into specific complaints regarding deprivation or violation of rights of minorities to establish and administer educational institutions of their choice. Protection of rights of minorities are enshrined in Article 30 of the Constitution which states that “all minorities, whether based on religion or language shall have the right to establish and administer educational institutions of their choice”.
3. Thus, the Commission can look into any complaints relating to violation and deprivation of rights of minorities to establish and administer educational institutions of their choice.
4. This Commission is a quasi-judicial body and has been endowed with the powers of a Civil Court. It is to be headed by a Chairman who has been a Judge of the High Court and three members are to be nominated by Central Government. The Commission has 3 roles namely adjudicatory function, advisory function and recommendatory powers.
5. So far as affiliation of a minority educational institution to a university is concerned, the decision of the Commission would be final.
6. The Commission has powers to advise the Central Government or any State Government on any question relating to the education of minorities that may be referred to it.
7. The Commission can make recommendations to the Central Government and the State Governments regarding any matter which directly or indirectly deprives the minority community of their educational rights enshrined in Article 30.
8. The empowerment of the Commission has provided a much needed forum for the minority educational institutions to highlight their grievances and to get speedy relief. The subject matter of a petition / complaint include non issue of No Objection Certificate (NOC) by the State Governments, delay in issue of NOC, refusal / delay in issue of minority status to minority educational institutions, refusal to allow opening of new colleges / schools / institutions by minorities, refusal to allow additional courses in minority educational institutions, delay / refusal in the release of grants in-aid, refusal to give financial assistance, denial of permission to create new posts of teachers in minority educational institutions even though there is increase in the number of students, approval of appointment of teachers being denied, non equality in pay scales of minority schools

teachers as compared to Government school teachers denial of teaching aids and or other facilities like computers, library, laboratory etc. to minority educational institutions on par with Government institution, non availability of books in Urdu in all subject for students of Urdu school, non appointment of Urdu knowing teachers, in adequate payment to Madrasa employees, non-release of grants to Madrasa, non-payment of retirement benefits to teachers and non-teaching staff of minority schools, extension of SarvaShikshaAbhiyan facilities to minority educational institution especially in the deprived rural areas etc.

### Functions of Commission

The functions of the Commission as per Section 11 of the Act are as follows:-

1. Advise the Central Government or any State Government on any question relating to the education of minorities that may be referred to it;
2. Enquire, suomotu, or on a petition presented to it by any Minority Educational Institution, or any person on its behalf into complaints regarding deprivation or violation of rights of minorities to establish and administer educational institutions of their choice and any dispute relating to affiliation to a University and report its finding to the appropriate Government for its implementation;
3. Intervene in any proceeding involving any deprivation or violation of the educational rights of the minorities before a court with the leave of such court;
4. Review the safeguards provided by or under the Constitution, or any law for the time being in force, for the protection of educational rights of the minorities and recommend measures for their effective implementation;
5. Specify measures to promote and preserve the minority status and character of institutions of their choice established by minorities;
6. Decide all questions relating to the status of any institution as a Minority Educational Institution and declare its status as such;

7. Make recommendations to the appropriate Government for the effective, implementation of programmes and schemes relating to the Minority Educational Institutions; and
8. Do such other acts and things as may be necessary, incidental or conducive to the attainment of all or any of the objects of the Commission.

### Powers of Commission

As enunciated in Section 12 of the NCMEI Act, 2004 the Commission enjoys the following powers.–

1. The Commission shall, for the purposes of discharging its functions under this Act, have all the powers of a civil court trying a suit and in particular, in respect of the following matters, namely:–
  - Summoning and enforcing the attendance of any person from any part of India and examining him on oath;
  - Requiring the discovery and production of any document;
  - Receiving evidence on affidavits;
  - Subject to the provisions of section 123 and 124 of the Indian Evidence Act, 1872 (1 of 1872), requisitioning any public record or document or copy of such record or document from any office;
  - Issuing commissions for the examination of witnesses or documents; and
  - Any other matter which may be prescribed.
2. Every proceeding before the Commission shall be deemed to be a judicial proceeding within the meaning of sections 193 and 228, and for the purposes of section 196, of the Indian Penal Code (45 of 1860) and the Commission shall be deemed to be a civil court for the purposes of section 195 and Chapter XXVI of the Code of Criminal Procedure, 1973 (2 of 1974).
3. The Commission is also vested with the powers of appeal against order of competent authority (Section 12A) to decide on minority status of educational institutions (Section 12B) power to cancel the status granted (Section 12C), and to investigate matters relating to deprivation of educational rights of minorities (Section 12D). The Commission has also powers for calling for information from the Central Government or any State Government or any other authority or any organization subordinate thereto, while

enquiring into complaints, violation or deprivation of educational rights of minorities (Section 12E).

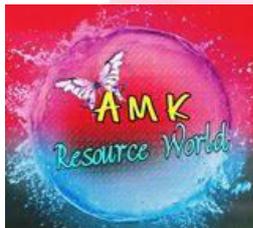
No court (except the Supreme Court and a High Court exercising jurisdiction under Articles 226 and 227 of the Constitution) shall entertain any suit, application or other proceedings in respect of any order made by the Commission (Section 12 F).

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