

**MOST-URGENT**

**F.No.8-3/2016-U.Policy  
Government of India  
Ministry of Human Resource Development  
Department of Higher Education  
(U.Policy Section)**

537/C, Shastri Bhawan, New Delhi  
Dated: 16<sup>th</sup> November, 2016

**Subject: Minutes of the 1<sup>st</sup> meeting of the National Steering Committee to  
oversee the implementation of National Academic Depository (NAD)**

The undersigned is directed to enclose herewith the minutes of the 1<sup>st</sup> meeting of the National Steering Committee to oversee the implementation of National Academic Depository (NAD) held under the Chairpersonship of Secretary (Higher Education) on 9<sup>th</sup> November, 2016 in Shastri Bhawan for action as indicated in the minutes.

**Encl: As above**

*Sanjeev Kumar Narayan*  
16.11.16

(Sanjeev Kumar Narayan)

Under Secretary to the Govt. of India  
Tele. 011-23381460

To:

1. Ms. Rina Ray, Additional Secretary, D/o School Education & Literacy, MHRD
2. Dr. A. M. Gondane, Additional Secretary, Ministry of External Affairs
3. Shri. R. K. Chaturvedi, Chairman, CBSE
4. Dr. Satbir Bedi, Joint Secretary, D/o School Education & Literacy, MHRD
5. Ms. Ishita Roy, Joint Secretary(HE), MHRD
6. Prof.(Dr.)Jaspal Singh Sandhu, Secretary, UGC
7. Shri. B.N. Tiwari, DDG (Statistics), MHRD
8. Shri. Arun Kr. Jha, Economic Advisor, M/o Health & Family Welfare
9. Dr. Nisar Ahmad Mir, Joint Secretary, UGC
10. Ms. Shivalli M. Chouhan, Director, D/o Expenditure, Ministry of Finance
11. Shri. B. K. Sikdar, Director, Ministry of Skill Development & Entrepreneurship
12. Shri. Antrix Johri, Director(IT), CBSE
13. Prof. Rajive Kumar, Advisor – I, AICTE
14. Dr. Anil Shukla, Deputy Secretary, NCTE
15. Shri. T. K. Malik, DLA, D/o Legal Affairs
16. Dr. Amit Dutt, Deputy Director, AICTE
17. Shri. Amit Biswas, Under Secretary (ME), M/o Health & Family Welfare
18. Shri Srimanto Sen , Secretary, Bar Council of India
19. Shri. Ashok Pandey, Joint Secretary, Bar Council of India
20. Dr. Sadre Alam, Under Secretary (CPV), Ministry of External Affairs
21. Dr. Sunita Siwach, Deputy Secretary, UGC
22. Dr. Arun Bhasme, Vice- President, CCH
23. Dr. Lalit Verma, Registrar-cum-Secretary, CCH

24. Ms. Suman Kumar, Deputy Director, Rehabilitation Council of India
25. Shri. Amit Kumar, Assistant Director , M/o Health & Family Welfare
26. Shri. S. K. Pani, Under Secretary, M/o Health & Family Welfare

Copy to:

1. Secretary, Department of Economic Affairs
2. Secretary, Ministry of Electronics & Information Technology
3. Secretary, Ministry of AYUSH
4. Secretary, Department of Empowerment of Persons with Disabilities
5. Chairperson, Pharmacy Council of India
6. Chairperson, Medical Council of India
7. President, Dental Council of India
8. President, Indian Nursing Council
9. President, Central Council of Indian Medicine
10. MD, NDML
11. MD, CVL

Copy for information to:

1. PSO to Secretary (Higher Education), MHRD
2. PA to Director (NAD), MHRD

*Sanjeev Narayan*  
16.11.16

(Sanjeev Kumar Narayan)

Under Secretary to the Govt. of India

## **Minutes of the 1<sup>st</sup> meeting of National Steering Committee to oversee the implementation of National Academic Depository**

The 1<sup>st</sup> National Steering Committee Meeting to oversee the implementation of National Academic Depository was held on 9<sup>th</sup> November 2016 at 11.00 AM under the Chairmanship of Secretary (HE). The list of participants is annexed.

2. The Secretary (HE) informed the Committee that consequent upon the approval of Union Cabinet of NAD on 27<sup>th</sup> October 2016, the MHRD has designated University Grants Commission (UGC) as an authorised body to operationalise NAD. The NAD would be a digital store house consisting current and legacy academic awards data. He urged that Academic Institutions (AIs)/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions of various other Ministries/Departments should make earnest efforts to make use of NAD.

3. Joint Secretary (HE) made a presentation and briefed the Committee on (a) the expected roles and responsibilities of various stakeholders of NAD viz. Student, AIs, UGC and Depositories (b) activities already undertaken so far under the project and (c) planned activities with time lines for timely operationalisation of NAD.

4. Referring to his experience of digitalisation of high school and higher secondary academic awards, the Chairman, CBSE agreed for immediate lodging/transferring of its data onto NAD. Secretary (HE) suggested that the last five year legacy data already digitalised by CBSE may be lodged onto the NAD system.

5. Ministry of Skill Development & Entrepreneurship (MSDE) and Ministry of Health & Family Welfare, Rehabilitation Council of India, Central Council of Homeopathy, Bar Council of India informed the Committee about the number of certificate/degree awarding institutions operating under the aegis of their respective Ministries/Departments and the quantum of academic awards/certificates granted thereto. It was decided that a detailed list covering recognised institutions and



approved academic awards by the respective Ministries may be provided to the UGC.

6. Secretary (HE) clarified that NAD would be a self revenue generating entity and, therefore, all verifiers including Government Bodies should be subjected to user charges for the services rendered by NAD. He urged that the user charges for uploading legacy data onto the NAD system should be lower than the charges payable for the concurrent data. On an issue of payment of user charges by students seeking employment, representative from Department of Expenditure suggested that NAD should have an option where user charges could be collected either from employer or student.

7. The Committee also discussed and deliberated upon the recommended user charges for using NAD services by the users. The Committee decided that a sub-committee may be constituted with the representatives from CBSE, UGC and the Internal Finance Division of MHRD to deliberate upon the suggested user charges and suggest the charges for consideration and approval of NSC in its next meeting.

8. The Committee also considered and approved the Tripartite Agreement to be signed between UGC and Depositories and the Agreement to be signed between AIs and either of the depositories.

9. After detailed deliberations, the following approvals/decisions were taken:

- a) NAD shall be a comprehensive and complete digital store house consisting of current and legacy academic awards. The AIs/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions of various other Ministries/Departments should participate in the NAD. **[Action: UGC and Depositories]**
- b) A sub-committee shall be constituted with the representatives from CBSE, UGC and the Internal Finance Division of MHRD to deliberate upon the user charges for services of NAD. This group would also examine user charges for uploading legacy data onto the NAD system and recommend to the NSC for finalisation. **[Action: CBSE and UGC]**

- c) Academic Institutions (AIs)/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions of various other Ministries/Departments should make earnest efforts to participate in NAD. **[Action: UGC, CBSE, all AIs/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions]**
- d) A detailed list covering recognised institutions and approved academic awards by the concerned Ministries may be provided to the UGC by user Ministries/Departments/regulatory bodies etc. **[Action: NAD user Ministries/Departments/regulatory bodies and UGC]**
- e) Depositories shall submit Operations Manual, Training Manual, SOPs, FAQs within a week. **[Action: Depositories]**
- f) The Tripartite Agreement between UGC and Depositories was approved. It was decided that UGC should sign the agreement by 16<sup>th</sup> November 2016. **[Action: UGC and Depositories]**
- g) NAD website shall be developed and tested within next 10 days. **[Action: UGC and Depositories]**
- h) The Agreement between AIs and either of the depositories was also approved. The depositories may reach out to the AIs for signing the agreement within one week after signing of the Tripartite Agreement. **[Action: Depositories and AIs/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions]**
- i) Training and awareness generation activities should start immediately after the signing of agreement between Depositories and AIs **[Action: Depositories]**
- j) Depositories shall deploy requisite hardware, software for operation of activities of NAD within two weeks. **[Action: Depositories]**
- k) UGC shall assess the preparedness of depositories for operationalisation of NAD within two weeks. **[Action: UGC]**
- l) AIs shall designate nodal officers and set up a NAD cell immediately. They shall start lodging the data on NAD portal within five weeks **[Action: Depositories and AIs/Boards/Eligibility Assessment Bodies and certificate/diploma/degree awarding institutions]**
- m) NAD shall be operationalised within 10 weeks from the date of this meeting. This shall be preceded by a test run within 9 weeks from today. **[Action: UGC and Depositories]**

10. The meeting ended with a vote of thanks to the Chair.

### List of Participants

<b>Sl.No.</b>	<b>Name</b>	<b>Designation &amp; Organisation</b>
1.	Ms. Rina Ray	Additional Secretary, D/o School Education & Literacy, MHRD
2.	Dr. A. M. Gondane	Additional Secretary, Ministry of External Affairs
3.	Shri. R. K. Chaturvedi	Chairman, CBSE
4.	Dr. Satbir Bedi	Joint Secretary, D/o School Education & Literacy, MHRD
5.	Ms. Ishita Roy	Joint Secretary(HE), MHRD
6.	Prof.(Dr.)Jaspal Singh Sandhu	Secretary, UGC
7.	Shri. B.N. Tiwari	DDG (Statistics), MHRD
8.	Shri. Arun Kr. Jha	Economic Advisor, M/o Health & Family Welfare
9.	Dr. Nisar Ahmad Mir	Joint Secretary, UGC
10.	Ms. Shivalli M. Chouhan	Director, D/o Expenditure, Ministry of Finance
11.	Shri. B. K. Sikdar	Director, Ministry of Skill Development & Entrepreneurship
12.	Shri. Antrix Johri	Director(IT), CBSE
13.	Prof. Rajive Kumar	Advisor – I, AICTE
14.	Dr. Anil Shukla	Deputy Secretary, NCTE
15.	Shri. T. K. Malik	DLA, D/o Legal Affairs
16.	Dr. Amit Dutt	Deputy Director, AICTE
17.	Shri. Amit Biswas	Under Secretary (ME), M/o Health & Family Welfare
18.	Shri Srimanto Sen	Secretary, Bar Council of India
19.	Shri. Ashok Pandey	Joint Secretary, Bar Council of India
20.	Dr. Sadre Alam	Under Secretary (CPV), Ministry of External Affairs

21.	Dr. Sunita Siwach	Deputy Secretary, UGC
22.	Dr. Arun Bhasme	Vice- President, CCH
23.	Dr. Lalit Verma	Registrar-cum-Secretary, CCH
24.	Ms. Suman Kumar	Deputy Director, Rehabilitation Council of India
25.	Shri. Amit Kumar	Assistant Director , M/o Health & Family Welfare
26.	Shri. S. K. Pani	Under Secretary, M/o Health & Family Welfare