



कलानिधि गौंधी राष्ट्रीय कला केंद्र
KALANIDHI NATIONAL CENTRE FOR THE ARTS

Janpath Building, Janpath Road, New Delhi-110001

Dated: 09/12/2021

KALANIDHI CULTURAL ARCHIVES

Rules governing scholars' access to correspondences and non-print materials.

ADMISSION RULES

Access to the above collections of Kalanidhi Cultural Archives for consultation of documents is granted to the following with the written approval of Head, Kalanidhi division:-

A. For Indian Scholars

- i. Research scholars/assistants of recognized Universities/Research Institutions who produce introduction/recommendation letters containing their topic of research, from Professors or Heads of departments of Universities or Principals of their Colleges/Heads of Institutions or any other evidence of their being bonafide scholars.
- ii. Professors, Associate Professors and Assistant Professors of recognized Universities and/or Research Institutions in India.
- iii. Other persons engaged in research or writing related to the holdings in our organization.

B. For Foreign Scholars

- i. Foreign scholars wishing to consult collections of Cultural Archives should bring a letter of introduction containing their topic of research, from their Universities/Institutions.
- ii. Foreign scholars, submitting their research projects through Indian Missions abroad, or through Foreign Institutions based in India, or such cases where the research projects would involve field work, would require necessary clearance from the concerned Ministry. To avoid any loss of time after their arrival in the country, it is advisable that scholars should send their applications well in advance directly to the concerned Ministry. Scholars under this category will be admitted to the Cultural Archives only after such clearance is submitted by them on their visit to this institution.

C. Consultation Rules

- i. Correspondences and non print materials will be provided to the scholars for consultation within the archives only.
- ii. Ordinarily all Correspondences and non print materials are open for consultation except in cases where the donors have retained the authority to permit access to the papers or in cases where the donors have closed the collection for consultation for a specified period of time.
- iii. Brittle/damaged papers will not be supplied for consultation.
- iv. Scholars should seek, in writing, permission from the HoD (Kalanidhi Division) in case they wish to engage any assistant.
- v. A copy of each work based on materials consulted at the Cultural Archives must be deposited to the IGNSA immediately after the publication and IGNSA should be duly acknowledged.

D. Digitization Rules

Scanned (in pdf format) / photocopy will only be provided with permission of Head, Kalanidhi. Scholars wishing to use the material as a reference to publish documents should sign and submit the copyright declaration along with requisition.

The charges for non-print archival materials of the Cultural Archives are as follows:

Sl No:	Type of Collection	General/Academic purpose		Commercial		Remark
		Indian Scholar (in Rupees)	Foreign Scholar (in Rupees)	Indian Scholar (in Rupees)	Foreign Scholar (in Rupees)	
1.	Slides copy (digital copy 72 dpi)	100.00	250.00	5000.00	10000	Minimum charges 300/-
2.	Slides copy (Duplicate)	300.00	500.00	5000.00	10000	Copyright charges per slide




	Slide)					as per rule
3.	B/W photograph (Max. cabinet size)	250.00 + Actual Cost	500.00 +Actual Cost	5000.00 + Actual Cost	10000 .00 + Actual Cost	Copyright charges per photograph as per rule
4.	Colour photograph copy (max. cabinet size)	250.00 +Actual Cost	500.00 + Actual Cost	5000.00 +Actual Cost	10000.00 +Actual cost	Copyright charges per photograph as per rule
5.	Audio Cassettes Copy	50.00 per min.	150.00 per min	150.00 per min.	500.00 per min.	Max. 3 min. permitted
6.	Video cassettes copy (VHS)	100.00 per min.	250.00 per min	1500.00 per 30 sec.	5000.00 per 30 sec	Max. 3 min. permitted
7.	CD/DVD/ Pen drive	100.00 + Actual cost	200.00 +Actual Cost	100.00 +Actual Cost	200.00 +Actual Cost	Max. 3 minutes clippings permitted with 3-4 cuts
8.	Shooting of general archival mat. for 30 seconds	1500.00	5000.00	3000.00	10000.00	Max. 90 seconds to 2 minutes shoot permitted. (Note : Generally not permitted in any museums/arch ives
b) Rare Collections						
9.	Slides copy (digital copy 72 dpi)	750.00	2000.00	7500.00	15000.00	-
10	B/W photograph (Max. cabinet size)	1000.00	3000.00	7500.00	15000.00	-
11	Colour photograph copy (Max. cabinet size)	1000.00	3000.00	7500.00	15000.00	-
12	Audio cassettes	200.00 per	500.00 per	400.00 per	1000per	Max. 3

	copy	min.	min	min.	min	minutes clippings permitted with 3-4 cuts
13	Video cassettes copy (VHS)	500.00 for 30 sec.	1000.00 for 30 sec	3000.00 for 30 sec.	6800 for 30 sec	Max. 3 minutes clippings permitted with 3-4 cuts
14	CD/DVD /Pen drive	100.00 + Actual cost	200.00 +Actual Cost	100.00 +Actual Cost	200.00 +Actual Cost	Max. 3 minutes clippings permitted with 3-4 cuts
15	Shooting of archival mat. for 30 seconds	Rates to be provided once agreed.		-		Usually permitted. Only with special permission from MS, IGNCA

E. General

1. No visitors will be attended on Saturdays, Sundays and gazetted holidays.
2. In special cases, decisions may be taken on a case to case basis by competent authority.
3. All individuals, institutions and commercial agencies should properly acknowledge the IGNCA and concerned institutions while using the material for both academic and commercial purposes.


 (Ramesh C. Gaur)
 HoD (KN)
 09/12/2021

Copy to

1. PS to MS
2. Reference Library
3. Cultural Archives