



SREE NARAYANA GURU COLLEGE OF COMMERCE

3.1.1: Grants received from Government and non-government agencies for research projects/ endowments in the institution during the last five years (INR in Lakhs)

ACADEMIC YEAR

2023-24



SREE NARAYANA GURU COLLEGE OF COMMERCE

METRIC NUMBER 3.1.1

INDEX

Supporting Documents

2023-24

Sr. No.	Name of the Project/ Endowments, Chairs	Name of the Principal Investigator/Co-investigator	Department of Principal Investigator	Year of Award	Amount Sanctioned	Duration of the project	Name of the Funding Agency	Type (Government / non-Government)	Page No.
1	Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)	Ms. Naveena Suresh	BTM	2023-24	1391863	2 Years	Mahavir General Store, Chembur, Tome Foundation, Panvel, Sunita Travels, Vashi	Non Government	

Principal
Sree Narayana Guru
College Of Commerce
P. L. Lokhande Marg,
Chembur, Mumbai - 400 089.



SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE 'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)



P. L. LOKHANDE MARG, CHEMBUR, MUMBAI - 400 089. ☎ 9326063380 / 9326083775 ✉ sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

SNGCC/6247/2023

June 13,2023

To,

Ms.Branila Mahesh,
Tome Foundation,
Panvel.

bmahesh@tomefoundation.in

Dear Madam,

Sree Narayana Guru College of Commerce is a reputed College, situated at P.L. Lokhande Marg, Chembur area, Mumbai. It has been established in the year 1986 by Sree Narayana Mandira Samiti [SNMS] a registered educational and charitable trust formed in 1963 by devotees of Sree Narayana Guru-the legendary saint and social reformer born in Kerala. Our College is situated at M ward of Mumbai. The M-East ward, one of the twenty-four administrative divisions of Mumbai and home to over 8,07,720 (Census 2011) residents, is also one of the poorest areas in the city. Our institution is catering to the educational needs of mainly poor children belonging to the economically and socially backward population living in and around slum areas of this ward. At present the College offers 10 UG and 03 PG Programmes and is permanently affiliated to University of Mumbai, recognised by UGC u/s 2(f) and 12B of UGC Act. and accredited by NAAC.

The College along with IIT Bombay has undertaken a research project on ""Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)". This is a digitisation project aimed at consolidation of known sources of Sree Narayana Guru.

The cost of research involves an amount of around Rs. 22,95,000.00.

We are earnestly requesting you sponsor the expenses of this project work fully or partially. Project proposal and budget is enclosed with full details for your perusal and expecting positive response in this regard. The final Research Report will be submitted to your esteemed institution once it is completed.

If sanctioned, you may remit the amount to the following account of the College:

Sree Narayana Guru College of Commerce

A/c No.: 50092010100857

Canara Bank, Chembur Branch

IFSC: CNRB0015009

Warm Regards,

Dr.Ravindran Karathadi
Principal



GST No.: 27AKHPM8480B1Z1



RH-83, Phase III, Vignaharta Enclave CHS Ltd., Malewadi,
Matheran Rd, Raigad Dist., New Panvel, Maharashtra - 410206
Mob No. :+91 99875 97337 / +91 80820 88154
Email ID : info@tomefoundation.in | sales@tomefoundation.in

Date: 24-07-2023

To
The Principal
Sree Narayana Guru College of Commerce
P.L.Lokhande Marg, Chembur.

Dear Sir,

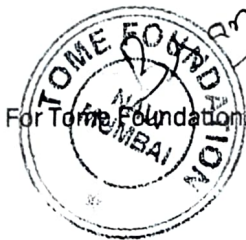
Sub:- Sanctioning the amount towards research project.

It is to bring to your kind notice that my organization received your research proposal and request for sponsorship for the research project titled "The "Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)" in collaboration with IIT,Bombay.

With reference to the discussion, we are happy to inform that we are pleased to sanction a sum of Rs.10,00,000/- (Rupees ten lakhs) towards this research project. We would be transferring the same to your account as discussed.

Wishing all the success towards the completion of the project.

Thanks
With Regards





SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

P. L. LOKHANDE MARG, CHEMBUR, MUMBAI - 400 089. ☎ 9326063380 / 9326083775 ✉ sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

4.9.2023

To,

Ms. Branila Mahesh,

Tome Foundation,

Panvel.

Dear Madam,

We are extremely thankful to your esteemed organization for sponsoring a Research Project titled “**Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)**” and sanctioning Rs. 10, 00,000 for meeting the expenses. We assure you that we will submit the completed project within the stipulated time.

Thanking You,

Yours faithfully,

Principal



SREE NARAYANA GURU COLLEGE OF COMMERCE

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]
(PERMANENTLY AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC
MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

STONE
LET

P.L. LOKHANDE MARG, CHEMBUR, MUMBAI, MAHARASHTRA, INDIA, PIN CODE - 400 089 Tel.: 022-25263131 / 25263132 | 25263122 E-mail : sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

SNGCC/ 6113 /2023-24

June 14, 2023

To,

Mr. Bipin Savla,
Mahavir General Store,
Shop No 9/10, Below Rajhans Hotel, Near saroj Hotel,
Opp. Rly. Station, Chembur, Mumbai-400071.

mahavir.chembur@gmail.com

Dear Sir,

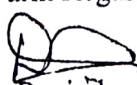
Sree Narayana Guru College of Commerce is a reputed College, situated at P.L. Lokhande Marg, Chembur area, Mumbai. It has been established in the year 1986 by Sree Narayana Mandira Samiti [SNMS] a registered educational and charitable trust formed in 1963 by devotees of Sree Narayana Guru, the legendary saint and social reformer, born in Kerala. The College is situated at M ward East of Mumbai suburban city. The M-East ward, one of the twenty-four administrative divisions of Mumbai sub-urban district and home to 8,07,720 (Census 2011) residents, is also one of the poorest areas in the city. Our institution is catering to the educational needs of mainly poor children belonging to the economically and socially backward population living in and around slum areas of this ward. At present, the College offers 12 UG and 04 PG Programmes and is permanently affiliated to University of Mumbai, recognized by UGC u/s 2(f) and 12B of UGC Act. and reaccredited by National Assessment and Accreditation Council (NAAC).

The College along with IIT Bombay has undertaken a research project on "Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)". This is a digitization project aimed at consolidation of known literary sources of Sree Narayana Guru. The cost of research involves an amount of around Rs. 22,95,000/-

We are earnestly requesting you to sponsor the expenses of this project work fully or partially. The project proposal and the budget are enclosed with full details for your perusal. We are expecting a positive response in this regard. The final Research Report will be submitted to your esteemed organization once it is completed. If sanctioned, you may remit the amount to the following account of the College:

Sree Narayana Guru College of Commerce
A/c No.: 50092010100857
Canara Bank, Chembur Branch
IFSC: CNRB0015009

Warm Regards,


Dr. Ravindran Karathadi
Principal



Bipin Savla

NEAR SAROJ HOTEL,
CHEMBUR, MUMBAI - 400 071.

MAHAVIR GENERAL STORE

Tel.: 9082791881 / 2528 4277

Whatsapp No.: 9969474868

MAHAVIR GENERAL STORE

BOOK SELLERS & STATIONERY SUPPLIERS

Shop No. 9/10, Below Rajhans Hotel, Near Saroj Hotel, Opp. Rly. Station, Chembur, Mumbai - 400 071.

Email : mahavir.chembur@gmail.com | GST NO.: 27AABFM0320Q1ZB

Date : 14-5-24

To
The Principal
Sree Narayana Guru College of Commerce
P. L. Lokhande Marg, Chembur.

Dear Sir,

Sub:- Sanction letter for releasing an amount towards research project.

My organization received your research proposal and request for sponsorship for the research project titled "The "Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)" in collaboration with IIT,Bombay.

With reference to the discussion, we are happy to inform that we are ready to sanction a sum of Rs.300,000/- (Rupees.three lakhs) towards this research project. We shall be transferring the same to your account as discussed.

Wishing all the success towards the completion of the project.

Thanks

With Regards

Munish Anand Zaveri

For Mahavir General Store



SREE NARAYANA GURU COLLEGE OF

COMMERCE

RE-ACCREDITED BY NAAC (GRADE 'B' -CGPA 2.45) |

(PERMANENTLY AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B
MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

P.L.LOKHANDE MARG, CHEMBUR, MUMBAI, MAHARASHTRA, INDIA, PIN CODE - 400 089 Tel.: 022-25263131 / 25263132 | 25263122 E-mail : sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail

SNGCC/6162/2023-24

To

28/07/23

Mr. Bipin Savla,

Mahavir General Store,

Shop No.9/10, Below Rajhans Hotel,

Near Saroj Hotel, Opp. Rly. Station, Chembur.

Subject: -Gratitude letter for sponsorship.

Dear Mr. Bipin Savla,

I hope this letter finds you in good health and high spirits. I am writing this letter to express my sincere gratitude for your sponsorship for the research project titled "Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)" which is undertaken by our college along with Indian Institute of Technology, Bombay (IIT). The sponsorship amount of Rs.3,00,000 has helped us to cover the above project partially. The softcopy of the same would be mailed to you soon after final editing.

Hoping to continue our association in the future too. Once again, I would like to extend my heartfelt gratitude on behalf of our entire team and the beneficiaries of our research project.

Thanking you,

Yours sincerely,

Dr. Ravindran Karathadi

Principal

For Mahavir GENERAL STORES

PARTNER

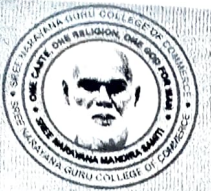


SREE NARAYANA GURU COLLEGE OF COMMERCE

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

(PERMANENTLY AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B)

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)



P.L. LOKHANDE MARG, CHEMBUR, MUMBAI, MAHARASHTRA, INDIA, PIN CODE - 400 089 Tel.: 022-25263131 / 25263132 | 25263122 E-mail : sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

SNGCC/ 6139 /2023-24

July 11, 2023

To,
Mr. Sunil Lobo,
Sunita Travels,
202, Mahavir Palace, Plot No.341/342, Sector 31,
Vashi, Navi Mumbai.
sunitatravels.vsh@gmail.com

Dear Sir,
Sree Narayana Guru College of Commerce is a reputed College, situated at P.L. Lokhande Marg, Chembur area, Mumbai. It has been established in the year 1986 by Sree Narayana Mandira Samiti [SNMS] a registered educational and charitable trust formed in 1963 by devotees of Sree Narayana Guru, the legendary saint and social reformer, born in Kerala. The College is situated at M ward East of Mumbai suburban city. The M-East ward, one of the twenty-four administrative divisions of Mumbai sub-urban district and home to 8,07,720 (Census 2011) residents, is also one of the poorest areas in the city. Our institution is catering to the educational needs of mainly poor children belonging to the economically and socially backward population living in and around slum areas of this ward. At present, the College offers 12 UG and 04 PG Programmes and is permanently affiliated to University of Mumbai, recognized by UGC u/s 2(f) and 12B of UGC Act. and reaccredited by National Assessment and Accreditation Council (NAAC).

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If sanctioned, you may remit the amount to the following account of the College:

Sree Narayana Guru College of Commerce

A/c No.: 50092010100857

Canara Bank, Chembur Branch

IFSC: CNRB0015009

Warm Regards,

Dr. Ravindran Karathadi
Principal



Sunita Travels

LUXURY BUS, SCHOOL BUS AVAILABLE ON HIRE BASIS

202, Mahavir Palace, Plot No. 341/342, Sector-31, Vashi, Navi Mumbai - 400 703. (M) 9820163155 / 9320163155

To

18/08/23

The Principal
Sree Narayana Guru College of Commerce
P.L.Lokhande Marg, Chembur.

Dear Sir,

Sub:- Sanction letter for releasing an amount towards research project.

My organization received your research proposal and request for sponsorship for the research project titled "The "Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)" in collaboration with IIT, Bombay.


With reference to the discussion, we are happy to inform that we are ready to sanction a sum of around Rs.91,863/- (Rupees ninety-one lakhs eight hundred and sixty-three) towards this research project. We shall provide the cheque of the above amount as soon as possible.

Wishing all the success towards the completion of the project.

Thanks

With Regards

For Sunita Travels



Sree Narayana Guru College of Commerce (21-24)

Sponsorship for Research Project

Ledger Account

1-Apr-2023 to 6-Apr-2024

Date	Particulars	Vch Type	Vch No.	Debit	Page 1 Credit
1-7-2023	By Sree Narayana Guru Co-Op Bank(4820) <i>Being chq deposited</i>	SNG Bank - Recpt	278		75,000.00
	By Sree Narayana Guru Co-Op Bank(4820) <i>Being chq deposited</i>	SNG Bank - Recpt	279		75,000.00
	By Sree Narayana Guru Co-Op Bank(4820) <i>Being chq deposited</i>	SNG Bank - Recpt	280		75,000.00
	By Sree Narayana Guru Co-Op Bank(4820) <i>Being chq deposited</i>	SNG Bank - Recpt	281		75,000.00
7-7-2023	By Sree Narayana Guru College(Aided) <i>Being amount received from Tome Foundation.</i>	Journal	20		5,00,000.00
8-8-2023	By Sree Narayana Guru College(Aided) <i>Being amount received from Tome Foundation.</i>	Journal	31		5,00,000.00
8-2023	By Sree Narayana Guru Co-Op Bank(4820) <i>Being chq deposited</i>	SNG Bank - Recpt	416		91,863.00
To	Closing Balance				13,91,863.00
				13,91,863.00	13,91,863.00



Receipt Voucher

No. :

Dated : 27-Jul-2023

Through : Syndicate/ Canara Bank Specific Pur.-50092010038875

Particulars	Amount
Account : Sponsorship for Programs	5,00,000.00

Account of :

Being amount received from Tome foundation by NEFT for sponsorship.

Bank Transaction Details:

Online Registration Fee
Electronic Cheque 27-Jul-2023 5,00,000.00

Amount (in words) :

Rupees Five Lakh Only

5,00,000.00

Authorised Signatory

Prepared by

Checked by

Verified by



Receipt Voucher

No. :

Dated : 29-Aug-2023

Through : Syndicate/ Canara Bank Specific Pur-60092010038875

Particulars	Amount
Account :	
Sponsorship for Programs	5,00,000.00

On Account of :

Being amount received from Tome foundation by NEFT for sponsorship.

Bank Transaction Details:

Sponsorship for Programs
Electronic Cheque 29-Aug-2023 5,00,000.00

Amount (in words) :

Rupees Five Lakh Only

5,00,000.00

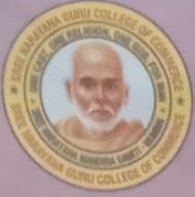
Authorised Signatory

Prepared by

Checked by

Verified by





SREE NARAYANA GURU COLLEGE OF COMMERCE

(LINGUISTIC MINORITY INSTITUTION)

RE-ACCREDITED BY NAAC (GRADE-'B'-CGPA 2.45) [2019-2024]

AFFILIATED TO UNIVERSITY OF MUMBAI & RECOGNISED BY UGC-u/s 2(f)&12B

MANAGED BY SREE NARAYANA MANDIRA SAMITI (REGD.)

P. L. LOKHANDE MARG, CHEMBUR, MUMBAI - 400 089. ☎ 9326063380 / 9326083775 ✉ sngcollege86@yahoo.co.in / sngcollegeprincipal@gmail.com

UTILISATION CERTIFICATE

RESEARCH PROJECT 2023-24

Certified that the Grant of Rs. 13, 91,863/- (Rupees Thirteen Lakh Ninety One Thousand Eight Hundred and Sixty-Three only) sanctioned by Tome Foundation, Panvel, Mahavir General Store, Chembur and Sunita Travels, Vashi for the support of Research Project titled “**Creation of Narayana Guru Digital Research Resource Platform (NGDRRP)**” has been fully utilized for which it was sanctioned.

Place: Mumbai

Date: 28/05/24

Signature of Principal Investigator
28/5/24

Signature of Principal Investigator



Signature of Principal
Principal

SREE NARAYANA GURU COLLEGE OF COMMERCE - SELF FINANCING DEGREE COLLEGE

P.L. Lokhande Marg, Chembur, Mumbai - 400 089

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2024

2022-23 RS.	Receipts	2023-24		2022-23 RS.	Payments	2023-24	
		RS.	RS.			RS.	RS.
	Balance B/fd.		21,91,086.15				1,44,64,692.00
4,628.00	Cash	3,247.00		1,02,81,305.00	Staff Salary & Allowances		
14,57,340.20	SNG Bank S.B. A/c. 4820	17,60,824.88			Salary & Allowances	1,29,83,090.00	
6,97,681.04	SNG Bank S.B. A/c. 5276	2,30,645.00			Salary to Sports Coach	1,57,270.00	
	SNG Bank S.B. A/c. 6282	75,388.04		6,99,324.00	Contribution to Gratuity Fund	5,00,000.00	
	Cananra Bank S.B. A/c No. 7325	1,20,981.23			Cont. to EPF, Pension Fund & Charges	8,24,332.00	
	Fee Receipts		2,42,91,639.00	1,08,970.00	Other Educational expenses		84,21,855.22
1,09,70,000.00	Tuition Fee	1,19,00,000.00			Library Books	3,20,862.00	
6,44,700.00	Library Fee	7,02,900.00		35,167.00	Journals & Periodicals	12,470.00	
3,68,440.00	Gymkhana Fee - College Share	3,76,380.00		92,588.00	General Book Bank Scheme	1,14,733.00	
1,08,400.00	Magazine Fee	1,10,700.00		1,90,976.56	SC/ST Book Bank Scheme	88,308.00	
54,200.00	Identity Card & Library Card Fee	55,350.00		3,601.00	Sports & Gymkhana Expenses	1,20,297.00	
5,42,000.00	Development Fund	5,53,500.00		3,886.92	First Aid Box Expenses	-	
19,74,000.00	Laboratoy Fee	34,02,000.00		5,600.00	Website Expenses	1,26,926.64	
20,75,500.00	Computer Practical Fee	26,19,000.00		5,100.00	Internet service charges	38,125.00	
13,17,143.00	College Examination Fee	13,85,619.00		1,26,938.60	BMM Lab Expenses	-	
2,54,910.00	College ATKT Exam Fee	2,62,286.00		6,91,005.00	Examination & Viva Expenses	2,08,038.00	
2,65,944.00	College share of Uni. Exam Fee	1,95,334.00		4,63,933.00	Exam Remuneration	9,41,921.00	
8,90,500.00	Project Fee	10,41,000.00		1,30,368.00	Cultural Activities Expenses	4,59,125.00	
2,71,000.00	Utility Fee	2,76,750.00		1,87,259.00	Printing & Stationery	3,23,610.00	
5,41,500.00	Industrial Visit fees	5,39,500.00		360.00	ERP Annual Charges	2,09,806.00	
10,840.00	E-Charge - College Share	11,070.00			Postage & Courier	322.00	
1,07,000.00	College E-Charge	1,10,700.00		47,156.00	Magazine Printing Charges	66,080.00	
2,71,000.00	Other Fee & Extra Curricular	2,76,750.00		3,15,611.00	Conveyance & Daily Allowances	45,337.00	
2,16,600.00	Admission Processing Fee	2,21,400.00		1,81,970.00	Advertisement Charges	2,07,010.00	
1,61,000.00	Workshops & Seminar	2,51,400.00			Staff Group Insurance Premium	1,64,672.00	
	Other Collections		19,49,336.60	40,090.00	Staff Welfare Expenses	24,157.00	
1,25,500.00	Sale of Admission Forms	1,39,800.00		3,72,703.00	Add-On Course Remuneration & Exp.	45,800.00	
99,350.00	Admission Cancellation Charges	88,002.00		23,685.00	Electricity Charges	5,78,733.00	
1,58,045.00	Savings Bank Interest	2,38,535.00		35,791.00	Water Charges	75,735.00	
7,22,080.00	Bank Fixed Deposit Interest	3,62,878.00		2,64,089.50	Contr. For Municipal Tax on Building	28,954.00	
37,940.00	Students' Group Insurance	38,745.00		6,500.00	Security Service Charges	4,54,001.00	
5,34,500.00	Weekly Test paper Contr.	8,51,700.00		20,385.00	Guest lecture remuneration	13,000.00	
1,50,921.00	Prior Period Fee Receipt	4,000.00		11,400.00	Guest Entertainment Exp	28,852.00	
1,51,705.00	Sponsorships for Cultural activities	-		17,171.00	Faculty Improvement Exp.	51,906.00	
-	Certificate Course Reg. Fee	12,500.00		19,990.00	Research Project Workshop Exp.	-	
3,400.00	TC fees	4,400.00		1,19,624.00	Uniform expenses	-	
7,000.00	Transcript Fee	5,000.00			NSS Expenses	7,494.00	
7,280.00	Enrolment Fee College Share	10,400.00			DLLE Expenses	2,060.00	
2,170.00	Revaluation Fee	5,530.00			PTA Expneses	700.00	
81,872.00	Misc. Receipts	1,32,736.60		32,046.00	Green Audit Expense	6,000.00	
					AAA Audit Expenses	-	



RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2024

2022-23 RS.	Receipts	2023-24		2022-23 RS.	Payments	2023-24	
		RS.	RS.			RS.	RS.
-	Sale of Scrap	2,210.00		5,073.00	IQAC Expenses	3,73,825.00	
6,34,000.00	Add-On Course Fee	52,900.00		25,582.40	Students' Group Insurance Premium	26,125.20	
	Interest on Fund Deposits:		7,96,289.00	2,34,500.00	Continuation of Affiliation Fee	2,50,000.00	
85,335.00	On Gratuity Fund Deposit	73,541.00		6,000.00	Yearly Affiliation Fee	6,000.00	
6,766.00	On Staff Welfare Fund Deposit	7,004.00		6,000.00	Affiliation Late Fee (New Programme)	-	
3,18,983.00	On University Reserve Fund Deposits	7,15,744.00		15,000.00	University Facilitation Charges	22,500.00	
13,50,000.00	Bank Loan Against Fixed Deposit		-	17,437.00	University LIC Inspection Expenses	76,695.00	
18,33,604.99	Fee Recoverable from Students		3,08,472.00	6,136.00	Zoom License Fee	7,640.84	
	Fee Recoverable from SWD		7,63,332.50	76,538.00	Workshop & Seminar Expenses	67,760.00	
	Other Fee Recoverable from Students		33,105.00	14,069.00	Meeting Expenses	28,275.00	
54,695.00	Fee Receivable from students 2018-19		22,875.00	35,500.00	Industrial Visit Expenses	3,53,000.00	
3,09,001.00	Provision for Gratuity Fund		5,00,000.00	2,42,211.00	Legal & Professional Charges	2,16,154.00	
90,09,000.00	Infrastructure Augmentation Fund		25,88,000.00	46,873.00	Interview Expenses	21,144.00	
1,65,558.00	Prepaid Expenses		1,71,991.00	3,333.30	Bank Charges	2,658.54	
52,908.00	Uni. Share of College Exam Fee Payable		-		Certificate Course Reg. Fee to TISS	12,500.00	
17,750.00	Placement Registration Fee		-	1,92,645.00	Repairs & Maintenance - Computers	7,35,084.00	
12,958.00	University Exam Remuneration		-	2,74,552.00	Repairs & Maintenance - Building	9,56,465.00	
	Sponsorships for research Projects		13,91,863.00	56,683.00	Repairs & Maintenance to Equipments	1,30,878.00	
	Receipts on Behalf of University		15,27,502.00	1,28,059.00	Repairs & Maintenance - Furniture	2,77,195.00	
54,100.00	E-Suvidha Charges	55,350.00		57,875.00	Earn While Learn Scheme	80,200.00	
10,840.00	E-Charge (1/2)	11,070.00		5,214.00	Miscellaneous Expenses	12,721.00	
10,860.00	Disaster Relief Fund	11,070.00		12,958.00	University Exam Remuneration	-	4,83,738.00
21,720.00	V-C's Fund	22,140.00			Sponsored Research Project Expenses		3,410.00
32,580.00	Uni. Sports & Cultural Fund	33,210.00		17,750.00	Placement & Career Counseling		
65,160.00	Gymkhana Fee Share	66,420.00			University Collection Payment		15,27,502.00
10,860.00	NSS Ekak Fee	11,070.00		54,100.00	E-Suvidha Charges	55,350.00	
4,46,513.00	Uni. Share of College Exam Fee	4,80,544.00		10,840.00	E-Charges (1/2)	11,070.00	
9,57,966.00	T.Y. Examination & Convocation Fee	7,20,768.00		10,860.00	Disaster Relief Fund	11,070.00	
73,600.00	Enrolment Fee	1,04,600.00		21,720.00	V.C.'s Fund	22,140.00	
	Marks Conversion Fee	100.00		32,580.00	Uni. Sports & Cultural Fund	33,210.00	
	T.Y. Revaluation Fee	260.00		65,160.00	Gymkhana Fee Share	66,420.00	
250.00	Hall Ticket Correct charges	1,100.00		10,860.00	NSS Ekak	11,070.00	
4,900.00	Provisional Eligibility Fee	9,800.00		4,46,513.00	College Exam Fee Share	4,80,544.00	
	Students' Welfare Receipts		5,56,820.00	9,57,966.00	T.Y. Examination Fee	7,20,768.00	
1,07,275.00	Alumni Association Fund	1,11,700.00		73,600.00	Enrolment Fee	1,04,600.00	
53,500.00	Student Aid Fund	53,670.00			Marks Conversion Fee	100.00	
8,32,700.00	Student's Welfare Fund	3,91,450.00			T.Y. Revaluation Fee	260.00	
-	SNMS Asset Transferred		92,86,682.00	250.00	Hall Ticket Correct charges	1,100.00	
	Statutory Receipts		9,78,322.00	4,900.00	Eligibility Fee	9,800.00	
77,400.00	Professional Tax	79,325.00		6,48,828.00	Students' Aid Fund Payments		29,000.00
6,40,747.00	Employees' cont. to EPF	7,33,331.00		1,07,275.00	Alumni Association Fund		1,11,700.00
1,17,505.00	TDS on Contractor & Professional	1,65,666.00		1,15,000.00	Students' Welfare Fund Payments		70,662.00



RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2024

2022-23 Ks.	Receipts	2023-24		2022-23 Ks.	Payments	2023-24	
		RS.	RS.			RS.	RS.
	Students' Deposits		4,13,900.00		Statutory Collection Remittance		9,48,371.00
20,400.00	Book Bank Deposit	8,700.00		77,400.00	Professional Tax	70,325.00	
54,450.00	Caution Money Deposit	78,000.00		6,40,747.00	Employees' cont. to EPF	7,33,331.00	
1,45,200.00	Laboratory Deposit	1,97,200.00		1,09,271.00	TDS on Contractor & Professiona fees	1,44,715.00	
90,750.00	Library Deposit	1,30,000.00			Deposit Refunds:		3,50,500.00
	Freeships & Scholarships		13,61,671.50	8,100.00	Book Bank Deposit	10,200.00	
17,01,612.50	From Social Welfare Department	5,57,172.50		2,27,800.00	Library Deposit	1,06,000.00	
	TISS Scholarship	15,000.00		1,36,300.00	Caution Deposit	63,900.00	
9,05,860.00	From Trusts	7,89,499.00		4,12,800.00	Laboratory Deposit	1,70,400.00	
8,88,046.00	Outstanding Expenses		4,27,067.00		Payment of O/S Liabilities:		9,40,954.00
3,70,428.00	Fee Refundable to students	-		4,85,721.00	Previous years O/S expenses paid	8,88,046.00	
-	Retention Money		1,13,455.00		Previous Year Liability of Exam Fee Share	52,908.00	
40,38,246.00	FD Withdrawals		1,36,18,761.00	82,803.00	Staff Welfare Fund Expenses		23,403.00
	Abhyudaya Bank	56,93,667.00		6,90,273.00	Previous Year Excess Fee Refund		3,14,328.00
	SNG Bank	15,37,981.00		-	Freeships & Scholarships		14,44,118.50
	Canara Bank	63,87,113.00		17,01,612.50	Freeships from Social WD	5,36,260.50	
88,950.00	Staff Loan		30,000.00		TISS Scholarship	15,000.00	
	Accrued Interest on URF Deposit		4,93,829.00	8,51,068.00	Scholarships from Trusts	8,92,858.00	
-	Internal Borrowings:		65,53,799.81	44,715.00	SWD Scholarship 17-18		-
68,89,424.90	Jr. College - Unaided	64,83,224.81			Fee Recoverable for 2023-24		14,38,329.00
11,45,783.46	M. Com. Section	70,575.00		33,543.00	From Students	8,95,985.00	
18,69,120.00	Computer Institute	-		1,71,991.00	From SWD	5,42,344.00	
				500.00	Other Fee Receivable		-
				3,09,001.00	Prepaid Expenses		1,71,053.00
					Library Deposit from Alumni		-
				3,73,606.00	Gratuity Deposit with LIC		5,00,000.00
				2,13,478.00	University Reserve Fund Deposit		30,45,442.00
					With Canara Bank	30,45,442.00	
					With SNMS		
					Bank Loan Against Fixed Deposit		1,00,000.00
					Bank Fixed Deposits:		64,03,401.00
				3,04,891.00	With Canara Bank	91.00	
				2,66,537.00	With Abhyudaya Bank	1,47,904.00	
				56,51,878.00	With SNGC Bank	62,55,406.00	
					Recoverable Amounts:		
				7,60,020.49	Fee recoverable from the students	-	
				13,89,184.00	Fee recoverable from SWD	-	
				65,00,000.00	Contribution to Funds:		
				28,781.00	Infrastructure Augmentation Fund		
					Retention Money		
				8,55,251.00	Capital Expenditure		57,35,879.41
				94,86,682.00	Furniture & Fixtures	5,45,750.00	
				1,33,542.00	Building Augumentation	10,32,394.00	
					Air Conditioner	66,520.41	



RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2024

2022-23 RS.	Receipts	2023-24		2022-23 RS.	Payments	2023-24	
		RS.	RS.			RS.	RS.
				18,88,118.00	Computer & Printers	31,95,927.00	
				1,15,640.00	CCTV Camera	2,20,778.00	
					Solar Energy Panel	4,50,646.00	
				14,698.00	Office Equipments	-	
					Teaching Aids Equipments	2,23,864.00	
				24,971.70	Teaching Aids equipments - Smartboard	-	
					Students Welfare assets		4,42,500.00
				3,77,600.00	Smart Boards	4,42,500.00	
				37,119.00	Water Coolers	-	
				5,900.00	Water Purifier	-	
					Loans & Advances		2,22,00,615.50
				40,67,814.00	Sree Narayana Mandira Samiti	1,82,54,252.00	
				13,33,783.23	Junior College Commerce	10,86,924.00	
				5,55,821.97	Degree Collee Aided	15,59,318.50	
					Institute of Computers	13,00,121.00	
				70,000.00	Loans & Advances to Staff	-	
					Balance c/fd.		11,98,344.93
				3,247.00	Cash	8,910.00	
				17,60,824.88	S.B. A/c. 4820	7,68,107.66	
				6,766.00	SB A/c No. 5276	2,37,649.00	
				75,388.04	S.B. A/c. 6282	59,150.04	
				3,173.00	SB A/c No.7325	1,24,528.23	
6,08,63,395.09		7,03,69,798.56	6,08,63,395.09				7,03,69,798.56

As per our Report of even date attached

Jayasree
Dr. Jayasree Venkitachalam
Principal

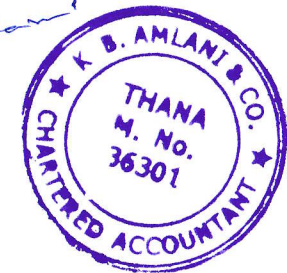
M.I. Damodaran
M.I. Damodaran
President

N. Mohandas
N. Mohandas
Chairman

O.K. Prasad
O.K. Prasad
Gen. Secretary

V.V. Chandran / P.Prithweeraj
V.V. Chandran / P.Prithweeraj
Treasurer/Asst. Treasurer

K B Amlani & Co
K B Amlani & Co
Chartered Accountants



Narayana Guru Digital Research Resource Platform (NGDRRP)

A Project of the Office of Dean, Alumni and Corporate Relations (ACR), IIT Bombay in collaboration with Sree Narayana Guru College of Commerce, Chembur, Mumbai.

Report of Year 1 (April-March 2023-24)

The writings of Sree Narayana Guru are today in wide circulation. However, the abundant wealth of literature of the Sree Narayana Movement (SNM) is not widely in circulation and still remains underexplored, despite the current proliferation of digital preservation efforts. This material is currently preserved in physical form by private individuals and public/private libraries. The dilapidating condition of these collections and the possibility of their permanent loss for posterity is the impetus behind the present project. The NGDRRP is a project involving several experts and professionals in the field. We envisage an intellectually credible and professionally vetted repository of early twentieth-century publications of the SNM, such as *Vivēkodayam*, *Dharmam*, *Pratibha*, *Gurukulam*, *Values*, *Prabōdhakan*, *Sahōdaran*, *Mitavādi*, *Dēśābhimāni*, *Sanghamitra*, *Sahōdari*, *Yuktivādi*, and many more such other sources, in order to make it available as free and opensource material to researchers and the general reading public.

Objectives:

- To compile, sort, classify, and digitalize for preservation endangered literature on the SNM, currently scattered among individuals and institutions.
- To create a professionally vetted, credible, and systematic NGDRRP.

Achievements of Year 1 in a nutshell:

- 1,66,427 pages of SNM-related materials (that is: 52,868 + 51,360 + 62,199) were sorted and scanned in various locations of South Kerala in two phases (Phase I: 23 May – 15 June 2023; Phase IIA: 12 July – 22 Aug; Phase IIB: 23 Aug – 17 Oct 2023) by a team of professionals and senior interns.
- The scanned materials were edited, processed, and made fully ready for opensource hosting.
- The basic metadata of the materials are also nearly ready for hosting in accordance with Dublin Core standards.
- For opensource hosting of the materials, negotiations are in an advanced stage with the South Asia Open Archives (SAOA), an initiative of the Chicago-based Centre for Research Libraries (CRL) in collaboration with the journal archiving site jstor.org.

Modus Operandi:



After the discussions with the authorities of Sree Narayana Guru College of Commerce, the following modus operandi was streamlined:

- Customize the project into two separate components, managed by HSS Department, IIT Bombay (IITB), and Sree Narayana Guru College of Commerce, Chembur, Mumbai (SNGCC), under the overall charge of Prof Siby K George, who is the PI for the IITB component of the project and Ms. Naveena Suresh from Sree Narayana Guru College of Commerce, Chembur is the Co-PI.
- Hire a Research Associate or Project Consultant, who will coordinate the actual digitalization work in various sites with the help of interns and a scanning technician hired as per need.
- Undertake a survey of availability of sources and draw out a concrete plan of scanning sites, approximate number of pages to be scanned, and days required for scanning in each site.
- Divide the digitalization work into phases of about 25 days of actual scanning, which would give an output of about 50,000 pages of scanned images per phase.
- Prepare preliminary metadata (detailed bibliographic information) of scanned material onsite and continue to refine it after the processed copy of scanned material is received from the scanning technician.
- Conduct about 4-5 such phases so that there is a total output of about 2,50,000 pages of scanned images at the end of the project.

Project Team:

- According to the above modus operandi, Dr Girija K.P. was hired on 15 May 2023 as the Project Consultant after a rigorous interview with the Principal Investigator (PI), Prof Siby K George, the four Co-PIs (Prof Pradeepkumar P.I., Department of Chemistry, IIT Bombay; Prof Suresh Madhavan, TISS Mumbai; Ms Naveena Suresh, SNGCC, Mumbai; and Mr Gautam Das, KCHR, Project Fellow) and Mr Anish Damodaran, representing the SNMS. She is a Ph.D. in Cultural Studies from the Centre for Study of Culture and Society, Bengaluru, with Prof Tejaswini Niranjana, and an Independent Researcher with such well-reviewed publications as *Mapping the History of Ayurveda: Culture, Hegemony and the Rhetoric of Diversity* (Routledge, 2021) to her credit.
- After seeking the advice of several professionals in the field such as Prof J. Devika, CDS Thiruvananthapuram, and Mr Venkitachalam Sriram, Chief Librarian, CDS, Thiruvananthapuram, a contract was finalized with the professional organization, Informatics Publishing Limited, Bengaluru, which is associated with several high-profile digitalization projects of the Government and Universities in Kerala. Mr Kumar was deputed by the Informatics as the technician for Phase I of scanning.
- Two Interns were hired for Phase I after an interview conducted by the Project team, including Dr Girija, for a token remuneration of ₹20,000/- for 30 days: (i) Ms Keerthana



L.S., M.A in Literature from Kerala University, with previous experience; and (ii) Ms Niranjana C. J., M.A. in History from Hyderabad Central University.

Survey of Sites:

The following sites were visited by Prof Siby George, Dr Girija, Prof Suresh Madhavan, and Mr Anish Damodaran from 12 April to 20 May 2023, contacts were established, and necessary permissions were obtained:

- The Raghavan Thirumulpad Foundation at Chalakudy, Thrissur, which mainly has a huge collection on *vaidyam* (indigenous medicine) related materials and a few Guru related materials.
- The Sree Narayana Library, Irinjalakuda, Thrissur, which was started by C.R. Kesavan Vaidyar, a staunch disciple of Guru, and has an impressive collection of Guru related materials.
- The Jagannatha Temple Library in Thalasserry, Kannur, which was consecrated by Guru in the year 1908, has three shelves full of books and assorted magazines, contributed by Mr Champadan Vijayan, who was an author and part of the progressive movements in Kerala, including the SNM; this collection has a few resources useful for the Project.
- Personal Collection of Mr Vasumithran, a retired engineer and a staunch disciple of Guru at Thalasserry, which has many interesting sources that are of interest to this Project.
- Personal Collection of Shri G. Priyadarsanan at Perettil, Varkala, which by common agreement is by far the biggest collection of sources on Guru Studies. Prof Siby George and Mr Anish Damodaran visited his house on 12 April 2023 and came to an agreement that the Project Team will start digitalization in his house, and an honorarium of ₹2,50,000/- would be paid to him as a token of appreciation for his exceptional effort of preservation of rare SNM-related sources for more than 40 years.
- Shivagiri Madom and Sree Narayana Gurukulam at Varkala, which also have a great deal of materials related to Guru Studies and the SNM.

Digitalization Phase I:

- Carried out from 23 May to 15 June 2023 at the house of Shri G. Priyadarsanan at Perettil, Varkala. The team stayed in the Guest House of Shivagiri Madom during this period. Co-PI, Prof Suresh Madhavan, also was with the team for 14 days during the initial part of this phase.
- 52,868 pages were scanned during this phase without taking any break by the team even on public holidays. This being a work done in a private house, such a schedule was



unavoidable. However, for future phases, as per the requirement of Informatics, weekends and public holidays will be off days for the team.

- Well-known publications related to the SNM such as *Vivekodayam*, *Prabudhasimhalan*, *Sahodaran*, *Kerala Kaumudi*, *Mithavaadi*, *Deshabhimani*, *Navajeevan*, *Gurudevan*, *Yoganandam*, several important souvenirs with well-known articles on Guru, and several early works on Guru, such as biographies and perspective pieces, were scanned during this phase. (An excel sheet of bibliographic data or metadata regarding scanned material is attached with this report.)
- The work of the team included (other than the technician's work of actual scanning) de-dusting and sorting of materials, ordering and indexing the huge bound volumes of magazines year-wise and issue-wise, repairing of torn/damaged pages using cello-tapes and papers, and making a Google Spreadsheet with maximum details of the materials before handing them over for scanning. The project supervising team of PI and Co-PIs could have an idea of the ongoing work in real time from the Google Spreadsheet. Continuous negotiation with Shri Priyadarsanan was also an important aspect of the work of the team.
- Library visits during Phase I: Some members of the team (mainly Ms Niranjana but also Dr Girija and Ms Keerthana) were deputed often to visit libraries, establish contact, and sort Guru related materials. Accordingly, the following libraries were visited:
 - i. Evloor Desabandhu Granthashala & Vayanashala, Cheppad, Harippad: It is an old library started in 1925, which has a huge collection of old publications, but those which are directly related to the SNM may be few.
 - ii. Kumaran Asan Smarakam, Thonnakkal, Thiruvananthapuram: This library has the personal dairies of Asan in a digitalized form, which according to our team's opinion is not appropriately done, and some copies of *Vivekodayam* and *Mithavadi*, which were not found in Shri Priyadarsanan's collection.
 - iii. Sahodaran Ayyappan Museum, Cherayi, Kodungallur: Some books on Guru and some issues of *Vivekodayam* and one issue of *Sahodaran* (which are not there in Shri Priyadarsanan's collection) are available here.
 - iv. Sree Narayana Vilasam School, Nedunganda, Varkala: The team visited this site hearing that issues of Ernest Kirk's *Life* magazine could be found here, but it was not the case.
 - v. Personal Collection of Lal Salam: More than 2000 books, film scripts, letters and photographs related to the SNM are found here with a catalogue, which is now in our possession; but many books are comparatively new and so there would be copyright issue.
 - vi. Sri Krishna Vilasam Library, Malayinkeezhu, Trivandrum: This is a library founded in 1915, which has a huge collection of volumes (which are often in complete disarray) of old magazines such as *Vivekodayam*, *Malayalarajyam*, *Janayugam*, *Mathrubhumi*, *Kaumudi* etc., and several old books.



- About 40 hours of online meetings (20 units of meeting) were held by the PI and Co-PIs with the Consultant and her team and for various other administrative matters regarding the organization of the Project.

Digitalization Phase II:

Phase II digitalization was carried out in four locations in Kerala starting from 12 July 2023 and extended up to 16 October 2023. Due to the long duration involved in this Phase, it was divided into Phase IIA and Phase IIB. Brahmavidyalayam Library, Sivagiri Madom, Varkala, and Personal Collections of Shri Vinaya Kumar at Kollam were covered during Phase IIA. Digitization work at Narayana Gurukulam, Varkala and Institute for the Science of the Absolute, Varkala, was carried out during Phase IIB. Some books from Sree Narayana College Library, Kollam were also borrowed and digitized during Phase IIB. The overall number of pages digitized during this Phase was 1,13,559 pages, of which 51,360 pages were digitalized during Phase IIA and the remaining 62,199 pages were digitalized during Phase IIB. The following libraries were visited by the team during the second phase of digitization:

- Sree Narayana Memorial Library, Kulathur, Trivandrum – Ms Keerthana visited the library on 6 September. The library started in 1920 is not organised at all and the old magazines such as *Mithavadi* and *Sahodaran* are piled up in sacks and need sorting for many days.
- Theosophical Society Library, Adayar (The Adayar Library and Research Centre), Chennai – Ms Niranjana visited the library on 22 July and 3 August. Two books by Ernst Kirks are available in the library. It was told by one of the NGDRRP Co-PI that *Life* magazine is available in the Theosophical Library. However, Ms Niranjana could not locate the *Life* magazine.
- Sree Narayana College Library, Kollam – Dr Girija visited the library on 8 August and 24 August. Five books on Sree Narayana Guru which were not found in the other libraries visited by our team were borrowed and digitized from Varkala.

Digitalization Phase IIA:

- The digitization work was resumed on 12 July 2023 with three staff: Dr Girija, the Project Co-ordinator, Ms Keerthana, the intern, and Mr Kumar S K, Junior Supervisor, Digitization Production at Informatics Publishing Ltd., Bengaluru.
- On 19 July, Ms Anu Babu, a Post-graduate in Library & Information Science, also joined. She worked on rectifying issues in preparing metadata of the digitized material. She worked up to 17 August, and prepared issue-wise metadata for all materials scanned during Phase IIA.



- An Orientation Training session with Mr Sriram, Chief Librarian, K N Raj Library, Centre for Development Studies, Thiruvananthapuram, was arranged on 22 July 2023 to make the team conversant with the metadata preparation process and related issues. The session was arranged in the Brahmavidyalayam library where the digitisation work had been going on.
- 51,360 pages were digitalized during Phase 2A, out of which 1612 were from the personal collections of Shri Vinaya Kumar and the rest were from the Brahmavidyalayam Library of Sivagiri Madom.
- The materials from Brahmavidyalayam Library include rare books, souvenirs, Sree Narayana Guru's poems and several magazines such as *Vivekodayam*, *Kerala Kausthubham*, *Sivagiri*, *Prabhudha Keralam*, *Travancore Information & Listener*, *Travancore & Cochin Information & Listener* etc. Sachidananda Swami, the head of the Sivagiri Madom, was kind enough to share his copies of *Dharmam* magazine.
- Shri Vinaya Kumar's collection consists of *Sahodaran* magazine and some of the early volumes of *Vivekodayam* magazine. A book written by Shri Vinaya Kumar, *Sreenarayanaguruvum Adhunika Kerala Srishtiyum* (2021) and his thesis on Sahodaran Ayyappan were also digitized. He was generous enough to waive the copyright issue by permitting us to digitize his thesis and book. However, at the time of public hosting, NGDRRP needs to get his formal copyright permission in writing.

Digitalization Phase IIB:

- The digitization work resumed at Narayana Gurukulam, Varkala, on 22 August 2023 and we have digitized 196 issues of the magazine *Values* (1956 to 1974). Apart from volume 1 which was not available at Gurukulam, all volumes have been digitalized.
- From the Institute of the Science of the Absolute, the following magazines were added to our collection apart from books: *Sahodari*, *Sree Narayana Dharma*, *Viswakeralam*, *Asan Smaranika*, *Prathibha*, *Purohitan*, *Gurudevan* and *Gurukulam* (from 1954 to 2023 March).
- Meanwhile, Mr Kumar from Informatics was recalled by his Company and on 7 September 2023 Mr Raju B V joined to do the scanning and editing work.
- Ms Meenakshi S Nambiar, MA in History, volunteered for the project from 23 August to 14 September.
- The internship period of Ms Keerthana was over on 10 September and Ms Meenakshi joined as intern from 11 September 2023 onwards.
- The digitization work of Phase 2B was over on 17 October 2023.
- Immediately thereafter, Dr Girija and Ms Meenakshi began quality-checking of the processed data of Phase 1 as issues such as lack of clarity of scanned images, improper margin cut, different page sizes, upside down pages, missing pages etc. were identified.
- Detailed metadata preparation of the magazines digitized from Shri G. Priyadarsanan's personal collection during Phase 1 was still pending. However, a minimal metadata of



the same was already prepared by Dr Girija, Ms Keerthana, and Ms Niranjana at the time of digitization. From Phase 2 onwards, metadata has been prepared in a more detailed fashion.

Processing Issues:

After the two Phases of digitalization were over and the technical team of Informatics Bengaluru sent the first batches of processed files, the project team carefully scrutinized the files. They checked them image by image and noticed several issues, such as: (i) background of the images, (ii) difference in page sizes, (iii) missing pages, (iv) duplicate pages, (v) upside-down pages, (vi) lack of clarity on zooming images in PDFs, (vii) difference in margin sizes, (viii) tilted/skewed images, (ix) mirror images of page, (x) pages in wrong order, (xi) non-schematic file and folder naming and arrangement, (xii) writings/figures/ fingerprints (mostly gibberish) seen on outside border of pages, (xiii) inadequate quality-check and editing, (xiv) removal of handwritten index page, (xv) questions about DPI standard, and (xvi) file format of raw data/image.

To resolve these issues, we held a crucial online meeting with the technical team of Informatics Bengaluru on 7 November 2023, which was attended by the NGDRRP team and Mr Jagannath (GM), Mr Ramesh Unny (AGM), and Ms Deepa, Mr Kumar and Mr Raju from the side of Informatics, Dr Manju Naika (Chief Librarian, IIT Bombay), Mr V. Sriram (Chief Librarian, CDS, Thiruvananthapuram), and Mr Anish Damodaran of SNMS. The following resolutions were made:

- Regarding the white background behind page-images, it was decided that the Informatics team will prepare an alternative model (look of the page) and circulate. This model would not have the white background, but the original image colour would remain and all pages of the PDF would have a standard size. The project team would come to an agreement on this after scrutinizing the model and inform the Informatics team accordingly. All PDFs thereafter would be standardized according to the model mutually agreed upon. Later, it was decided to go without the white background.
- Skewed/tilted pages, it was decided, would be corrected to the extent possible by the Informatics team during processing and all processed images would be reassessed accordingly.
- The scanning team of Informatics was saving the raw data as PDF format and then converting it to TIFF. About this, it was decided that the project team would develop a policy for future scanning.
- All other outstanding issues as listed above, which are easily rectifiable, it was decided, would be corrected by the Informatics team during processing as per the understanding arrived at during the meeting.



- Processed files were made OCR-friendly and this was pointed out by the Informatics team as the cause of lack of clarity . Their suggestion was to do without it, which was agreed upon by the project team later.
- It was also decided during the meeting that quality-checking by the Informatics team would be done more professionally.
- Further, it was decided to send processed files to the project team (to Dr Girija) in small batches of 10 files/units each. Her team would go through the files carefully and give their approval. Checking the Excel sheet of scanned data, the project team would make sure that all the data of a phase of scanning are handed over by the Informatics team.
- The Informatics team pointed out that all the scanned images are not identical as the sources are not identical. Hence, the project team agreed to keep this in mind while reviewing the processed files.
- Further scanning would take place, it was decided, only after completion of appropriate processing of all the scanned files in the custody of the Informatics team.

Scrutiny of Processed Files:

Dr Girija went on leave from 11 November to the end of December 2023, and Ms Meenakshi oversaw the work of reviewing processed files.

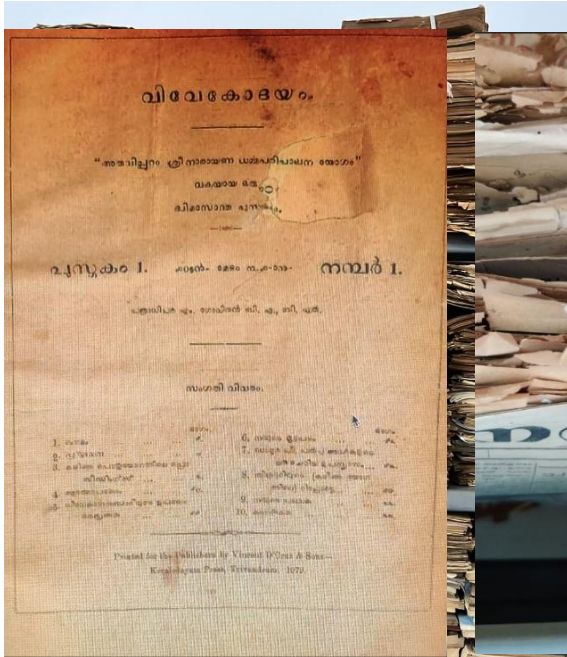
- All images scanned were processed or reprocessed according to the standards set during the above meeting. The project team reviewed the processed images and approved them.
- For the work of scrutinizing the processed files, the following parameters were crucial: (a) proper editing and cropping of pages, (b) missing pages, (c) reordering of misplaced pages, (d) uniformity in the size of the pages, (e) duplication of pages, and (f) downloading and saving all properly edited PDFs and TIFF files in the external hard disc.
- Since the processing work was rather time-consuming, Mr Kumar requested the project team to chip in with editing works such as deleting duplicate pages, resizing pages, converting PDF into TIFF, reordering misplaced pages etc.
- Mr Kumar installed the editing software Adobe Acrobat Standard 7.0 in Ms Meenakshi's laptop for the purpose. Thereafter, apart from checking the files, Ms Meenakshi started also editing the files that had the above-mentioned errors, which in fact slowed down the work of the project team.
- Dr Girija rejoined on 1 January 2024, and began the task of supervising the work, checking the files, sending the lists of files with errors to Informatics for rectification, keeping an eye on the receipt of the rectified files, crosschecking the files having errors with the original scanned files and saving the PDF of files to one of the external HDs.
- Since the editing work was time-consuming, Ms Meenakshi began to concentrate only on the task of editing the files with errors. Resizing of scanned pages, which was a very time-consuming work, was later carried out by the Informatics team.



- On 10 and 11 January 2024, Dr Girija and Ms Keerthana attended a workshop on Digital Archiving, organized by the School of Gandhian Thought and Development Studies, Mahatma Gandhi University, Kottayam, and presented the NGDRRP work.
- Phase I of the project work consisted of 253 files with 52,868 pages, and since it was the initial part of the work, it was prone to several processing errors. So, from 29 January 2024 onwards Ms Anu and Ms Keerthana were also employed as interns for checking of the files. Ms Anu began to concurrently update the metadata for each file with all available details.
- Phase 2A covered 369 files and 51,360 pages; Phase 2B covered 210 files with 62,199 pages. As decided by the project team, a thorough scrutiny was required for a total of 832 files with 1,66,427 pages. Hence, the scrutiny work became a time-consuming task.
- Initially, the Informatics sent large bound volumes of some magazines after splitting them issue-wise. Later, they stopped issue-wise splitting and sent the PDFs and TIFFs of huge volumes of magazines. So, Ms Meenakshi had to do this work also of splitting the files, besides her other editing work.
- On 25 and 26 January 2024, Dr Girija visited Mitavadi Krishnan’s library in Kozhikode, but could not find any material of relevance.
- Ms Keerthana worked for two months, Jan 29- Feb 27 and Feb 28 – March 28. By this time, the scrutiny of half of the files in the Phase 2B were almost over. Ms Anu finished checking of the processed files and focused on updating of metadata prepared during scanning. However, the editing work was lagging as it needed precision and time.
- Towards the end of March, Dr Girija negotiated with Informatics and they agreed to do the splitting of magazines issue-wise. It was also decided that splitting of magazines with page/Issue/volume numbers in Malayalam would be performed by the project team and the work was assigned to Ms Meenakshi.
- By 6 May, the splitting of all the magazines was completed by Mr Kumar and Ms Meenakshi. A large number of them were downloaded and saved by Dr Girija. However, downloading of the remaining issues of magazines, saving the PDFs, and comparing them with the original volume of magazines to check whether any issues were missed are still pending.
- On request, Mr Kumar installed the editing software in the project laptop as Ms Meenakshi had decided to discontinue with the project from 8 May 2024.
- On 4 and 5 May 2024, Ms Meenakshi and Dr Girija sat together to sort out the issues with some of the edited files and missing files. PDFs of all the edited files and corresponding TIFF files of half of PDFs have been copied by Dr Girija into the two external hard discs to ensure safe preservation of the material.
- Three Google spread sheets for Phase 1, Phase 2A, and Phase 2B, and a google doc named ‘Files to be Split’ are shared among themselves by the project team on the NGDRRP google one drive for keeping abreast of the work.

Work in Pictures:





Front page of the very first issue of *Vivekodayam* (1904), Kollavarsham 1079, Vol 1,

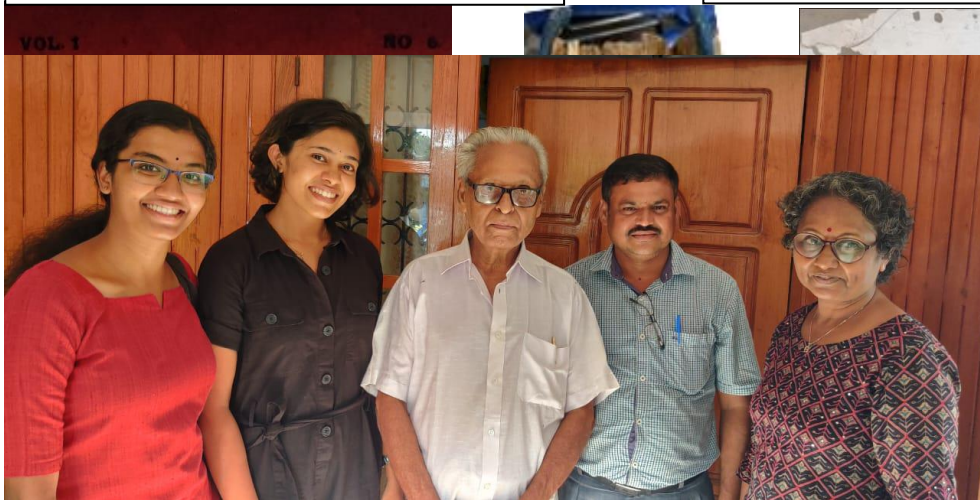


A rack of materials in Shri G. Priyadarsanan's House

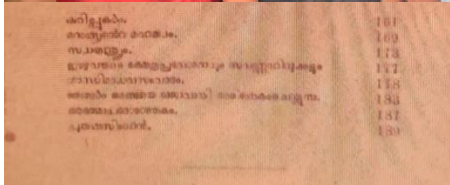


Kumaran Asan's Editorial in his *Prathibha* Magazine, Vol. 1, No. 10, Kollavarsham

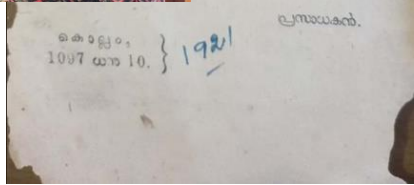
Front page of a 1915 issue of C. Krishnan's *Mitavadi* magazine



Project team with Shri G. Priyadarsanan:
(from the left):
Niranjana, Keerthana, G. Priyadarsanan, Kumar, Dr. Girija



Front page of *Navajeevan* magazine edited by Swami Sathyavruthan, published from Varkala, Vol.1, No. 6, Kollavarsham 1097 (1922)



Glimpses of the uneven shape of materials—some moth-eaten, crumbling, and decaying



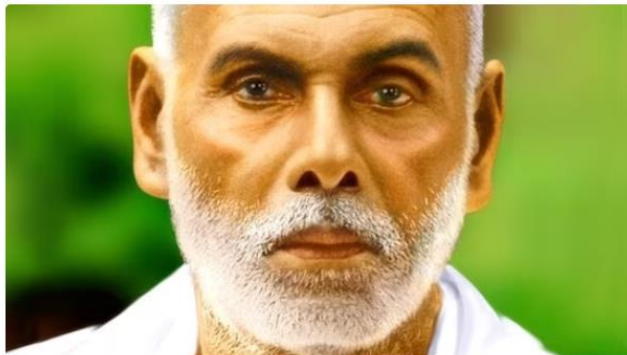
Rare works on Sree Narayana Guru to get a digital home

By Faizal Khan

Oct 22, 2023 11:34 AM IST



Archive hunters discover treasure trove of rare documents on Sree Narayana Guru showing how social reformer rewrote caste equations in early 20th century Kerala



Report on the Project in HT, 22 Oct 2023:

<https://www.hindustantimes.com/india-news/rare-works-on-sree-narayana-guru-to-get-a-digital-home-101697952803092.html>



Navajeevan magazine discussed the caste system in a 1922 edition. (Photo: Narayana Guru Digital Research Resource Platform)

The project team spent a month scanning tens of thousands of pages at Priyadharshan's home, another month at the Brahma Vidyalaya Library of Sivagiri Madom founded by Narayana Guru, and 23 days at Narayana Gurukulam, also in Sivagiri set up by his disciple Nataraja Guru in the 1930s.

On a rainy day in November more than a century ago, two Christian missionaries from Europe arrived in Sivagiri in present-day Kerala to meet Sree Narayana Guru. "You must embrace Christianity," said one missionary. "What is your age?" asked Narayana Guru. "Thirty," replied the other. "I was a Christian even before you were born," pat came the reply.

Narayana Guru, whose universal and humanitarian outlook shook up caste hierarchy in late 19th century Travancore, Kochi, and Malabar, revelled in his wit and wisdom even while negotiating the most treacherous topics. Thanks to a massive digitisation project undertaken by the Indian Institute of Technology (IIT), Bombay, and Sree Narayana Guru College of Commerce, Chembur, many unheard stories about the Indian philosopher and thinker may just be unfolding.

Launched in April this year, the project, called Narayana Guru Digital Research Resource Platform, has so far digitised 160,000 pages of documents on Narayana Guru's life and work dating back to more than a century, including the original Dharmam Malayalam magazine published from Sivagiri in which Narayana Guru's curious conversation with the Christian missionaries in 1928 is published. Rare books, diaries, and magazines perishing in private collections have yielded hitherto unknown facets of his personality.

The two-year project has been only scratching the surface in its first few months. Nearly a third of the 160,000 pages digitised was found in the first month itself in a private collection in Varkala, near Sivagiri where Narayana Guru came to live at the beginning of 20th century.



Snippets from the Hindustan Times article on the project on 22 Oct 2023

Plans for Year 2:

1. Minor Processing Works Remaining:

- Minor editing work is still remaining for a few volumes.
- Downloading of remaining edited files from the online drive of Informatics and saving them in the Project computer and external hard drive.
- Crosschecking of the PDFs with the originals to ensure that nothing is missing.
- Conversion of 335 remaining PDFs into TIFF.
- Standardization of remaining 180 file names of PDFs and TIFFs, and correction of wrong file names of about 30 files.
- Metadata updating and standardization according SAOA guidelines.

2. Preparation for Hosting:

- Obtaining copyright for materials to be hosted if they are not copyright-free.
- Employing the services of a copyright lawyer in case of need.
- Making a list and getting ready with materials that do not require copyright permission (work commenced but still incomplete).
- Training of project team for uploading materials on SAOA site with metadata entry for each file. Training could be obtained from Mr Prakash of Roja Muthiah Library, Chennai, who is associated with the SAOA, or from any other relevant party.
- The actual work of uploading of files in the hosting website of SAOA.

3. New Scanning:

- After kickstarting the uploading work, the team will complete scanning of materials initially identified immediately in at least two remaining sites: (i) The Sree Narayana Library, Irinjalakuda, Thrissur; and (ii) The Jagannatha Temple Library in Thalasserry, Kannur. Near to this site, there is the Guru disciple Swami Anandatheertha Ashramam and Trust at Payyannur, Kannur, which also could be covered.
- If there is still time and resources, we plan to scan materials also in the following sundry sites in and around Thiruvananthapuram, which also were identified initially by our team and established contacts: (i) Kumaran Asan Smarakam Library, Thonnakkal, Thiruvananthapuram; (ii) personal collection of Lal Salam in Thiruvananthapuram city; (iii) Sri Krishna Vilasam Library, Malayinkeezhu, Thiruvananthapuram; and (iv) personal collection of Kumaran Asan's grandson, Prof Vijayakumar.



- Other possible sites in our list of contacts already established are: (i) Sahodaran Ayyappan Museum, Cherayi, Kodungallur; and (ii) The Raghavan Thirumulpad Foundation of Vaidyam works at Chalakudy, Thrissur.

Funds Position:

DESCRIPTION	AMOUNT IN Rs.
TOTAL BUDGETED AMOUNT FOR THE PROJECT	22,95,000
AMOUNT RAISED FROM SPONSORS AS ON 15/05/24	13,91,863
AMOUNT PAID FOR THE PROJECT AS ON 15/05/24	8,23,988
AMOUNT BALANCE FROM CURRENT SPONSORS	5,67,875
BALANCE AMOUNT TO BE RAISED FROM THE SPONSORS	9,03,137

LIST OF SPONSORS AND THEIR CONTRIBUTION FOR THIS PROJECT

SR.NO.	SPONSOR	AMOUNT RAISED IN Rs.
1.	Tome Foundation	10,00,000
2.	Mahavir Books	3,00,000
3.	Sunita Travels	91,863
	Total	13,91,863

Overview and Funds Request:

The above report amplifies the successes of this project in its first year. This achievement was possible due to the team the project was blessed with. Prof. Pradeepkumar, Co-PI, looked after all administrative matters of the project in the absence of the PI from IITB Campus (April-Dec 2023) and was involved in the project enthusiastically throughout, offering valuable advice and insights at crucial junctures. Prof. Suresh Madhavan from TISS, Co-PI, initially spent time in the field at Varkala with the project team and was continuously engaged, giving intellectual inputs and honest critical assessments. Mr Gautam Das, Project Fellow of KCHR and Co-PI, helped make important initial connections and contacts, and engaged with the team on technical and academic matters. Ms Naveena Suresh of SNGCC and Co-PI, ably liaised with the two wings of the project at IITB and SNGCC, and kept the project administering team abreast of matters at the SNGCC and SNMS front. Backwaters Collective's Mr Anish Damodaran's zest and drive is the impetus behind this venture and he helped the team establish all the initial contacts and identify the source sites.

Project Consultant Dr Girija, her team of senior interns (Ms Keerthana, Ms Niranjana, Ms Anu, Ms Meenakshi), and the technicians from Informatics Bengaluru (Mr Kumar and Mr Raju) did



the actual work of identifying, sorting, scanning, listing, and metadata preparation of the materials admirably. The work of Dr Giriya's team has been invaluable for the successes of Year 1 and they deserve special appreciation. I hope their stellar effort can be repeated in Year 2. We appreciate Shri G. Priyadarshanan's willingness to allow our team digitalize materials he has been guarding for years and the kindness and support of the Swamis of Gurukulam and Shivagiri Madom at Varkala for opening their libraries for us and for the hospitality, concessions, and welcome our team enjoyed at Shivagiri.

The Dean (ACR)'s office was very prompt and helpful with all matters pertaining to administering the project. The whole project team is grateful to the Sree Narayana Guru College, the sponsors of the project and its trust, SNMS. The hosting of the scanned material with a reputed academic site like the SAOA during Year 2 will be the ideal way to appreciate the generous gesture of the people involved in this project. I would also like to mention that we can provide internship facilities for interested and capable students during the next course of action.

I thank everyone for the efforts of Year 1 and invite the same spirit and effort in Year 2. It goes without saying that the project is dedicated to the message and memory of Sree Narayana Guru, a saint who experienced spiritual life as allergy to hierarchical difference.

Siby K George



HSS Department, IIT Bombay
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13 May 2024

