



Section Officer

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No.F.1-7/2022-NFCH
GOVERNMENT OF PAKISTAN
National Heritage and Culture Division
4th Floor, Kohsar Block, Pak Secretariat

Islamabad, 26th May, 2022

Subject: **PROPOSALS OF PROJECTS TO BE FUNDED FROM THE NATIONAL FUND FOR CULTURAL HERITAGE.**

Dear Sir,

! اسلام علیکم !

I have the honour to inform that this Division is maintaining National Fund for Cultural Heritage (NFCH) which was established in April 1994 through an Act of Parliament. As provided in the NFCH Act No. VIII of 1994 read with NFCH (Amendment) Ordinance, 2002 (**Annex-A**), the primary purpose of the fund is to promote conservation and preservation of national heritage of Pakistan through various means, including financial and technical assistance and to create awareness amongst the people for appreciating the preservation of archaeological, architectural, historical Cultural and National Heritage. The fund is operated under NFCH Financial Rules & Accounting Procedure, 2004 (**Annex-B**).

2. As per rules of the Fund the projects are granted to institutions/individuals with archeological/cultural background, like Archeological and Cultural Departments (Federal and provincial), Universities etc. The grantee of the project is registered with NFCH after paying Rs. 3000/- as registration fee and Rs.500/- for the booklet, designed for submission of projects. The grantee, along-with his team, presents the project to the Board/Executive/Technical Committee of NFCH. The Committee members, after consultation approve, reject or refer the project to Board of Governors.

3. It is, therefore, requested to kindly circulate this with your offices/organizations/universities for submission of submit the proposals / project / activities on the prescribed proforma to this Division, for consideration in the next meeting of the EC/BoG of NFCH.

4. With Warm Regards

(Sher Alam Khan)

- i. Secretary, Information and Cultural Department Government of the Punjab
- ii. Secretary, Department of Culture & Tourism, Government of Balochistan
- iii. Secretary, Culture, Tourism & Antiquities Department, Government of Sindh
- iv. Secretary, Sports, Culture, Tourism, Archaeology & Youth Affairs Department, Government of Khyber Pakhtunkhwa
- v. Secretary, Ministry of Sports, Youth and Culture, Government of Azad Jammu and Kashmir
- vi. Secretary, Tourism & Culture Department, Government of Gilgit Baltistan
- ✓ vii. Secretary, Higher Education Commission, Islamabad
- viii. Secretary, Higher Education Department Govt. of the Punjab, Lahore
- ix. Secretary, Sindh Higher Education Commission, Govt. of Sindh, Karachi
- x. Secretary, Colleges Higher & Technical Education Department, Govt. of Balochistan, Quetta
- xi. Secretary, Higher Education Department, Govt. of Khyber Pakhtunkhwa, Peshawar
- xii. Secretary, Higher Education Department, Govt. of AJK, Muzaffarabad

CC:-

- I. PS to Secretary, NH&CD Islamabad
- II. PA to Joint Secretary (Orgs), NH&CD Islamabad

DG(R&D)

EXTRAORDINARY
PUBLISHED BY AUTHORITY

ACT OF N.F.C.H.
ACT. NO. VIII OF 1994

An Act to establish the National Fund for Cultural Heritage.

WHEREAS it is expedient to provide for establishment of the National Fund for Cultural Heritage for conservation and preservation of Pakistan's national heritage and its proper maintenance and matters connected therewith or incidental thereto; and it is hereby enacted as follow:

1. Short title, extent and commencement-- (1) This Act may be called the National Fund for Cultural Heritage Act, 1994.
 - (2). It extends to the whole of Pakistan.
 - (3). It shall come into force at once.
2. Definitions-- In this Act, unless there is anything repugnant in the subject or context. ---
 - (a) "Board" means the Board of Governors set up under section 6;
 - (b) "Fund" means the National Fund for Cultural Heritage established under section 3; and
 - (c) "National Heritage" means the archaeological, architectural, historical and cultural heritage.
3. Establishment of Fund ---As soon as may be, after the commencement of this Act. The Federal Government shall establish the National Fund for Cultural Heritage to carry out the purpose of this Act.
4. Purpose and objective of the Fund --- (1) The primary purpose of the fund is to promote the conservation and preservation of national heritage of Pakistan through various means, including financial and technical assistance, and to create awareness amongst the people for appreciating the preservation of archaeological, architectural, historical and cultural heritage of Pakistan.
 - (2) In particular and without prejudice to the foregoing purposes, the Fund shall be used to:
 - (a) undertake measures for preservation and conservation of cultural heritage having archaeological, historical and architectural value;
 - (b) acquire or hold in lease any material and cultural property of part there of;
 - (c) provide assistance for preservation and maintenance of a historical or archaeological monument or an archaeological site;
 - (d) create and strengthen co-operation and co-ordination between international, national, provincial and regional organisation involved in conservation and preservation of cultural heritage;

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(e) provide financial and technical assistance towards preservation of national heritage, and for furtherance of academic, scientific and intellectual discourses on the subjects relevant there to;

(f) undertake promotional activities for enhancement of resources of the fund; and

(g) undertake and promote research and arrange materials for publication of periodicals, monographs and publicity material, including pamphlets, newspapers and posters in furtherance of the objectives of the Act.

5. Sources of Fund --- (1) The Fund shall be financed from the following sources, namely:

- (a) grants from the Federal Government and Provincial Government;
- (b) aid and assistance from local, national and international agencies;
- (c) contributions from the private organisations and individuals; and
- (d) income and earnings from the movable and immovable properties acquired by, or leased to, the Fund.

(2) The amount credited to the Fund shall not lapse at the end of a financial year and shall be available for utilisation at any time.

3
6. Board of Governors --- (1) The management, overall control and supervision of the affairs of the Fund shall vest in a Board of Governors consisting of the following members, namely:

- (a) Federal Minister in charge of Ministry of Minorities Culture, Sports Tourism and Youth Affairs ----- Patron / Chairman
- (b) Secretary, Ministry of Minorities Culture, Sports Tourism and Youth Affairs ----- Member / Treasurer
- (c) Joint Secretary (Culture), Ministry of Minorities Culture, ----- Member / Secretary
- (d) Financial Advisor (Culture) Ministry of Finance ----- Member
- (e) Director General, Federal Department of Archaeology and Museums Member ----- Member
- (f) Ten eminent persons in the field of Archaeology and National Heritage from private Sector nominated by the Federal Government ----- Members

(2) The Members of the Board, other than ex-officio members, shall hold office for a term of three years or for such period as may be determined by the Federal Government and shall be eligible for reappointment.

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(3) No act or proceedings of the Board shall be invalid merely on the ground of the existence of a vacancy in, or a defect in the constitution of the Board.

(4) The Secretariat of the Fund shall be at Islamabad and the Board may set up regional offices as, when and where required by it.

(5) The Board may appoint an Executive Committee for carrying out its functions as may be assigned to it by the Board.

7. **Exemption from tax** --- Notwithstanding anything contained in the Income Tax ordinance, 1979 (XXXI of 1979), all contributions and donations to the Fund shall be exempt from levy of tax.

8. **Accounts of the Fund, etc.**--- (1) The accounts of the Fund shall be audited by the Auditor General of Pakistan.

(2) The Board may from time to time, submit reports to the Federal Government relating to the Fund and its activities.

9. **Rules**---- The Board may make rules for carrying out the purposes of this Act.

10. **Repeal of ordinance V of 1994**--- The National Fund for Cultural Heritage ordinance, 1994 (V of 1994), is hereby repealed.

Akhtar Sharif,
Acting Secretary General

RABIA NAZ
Computer Operator (A&C)
Higher Education Commission, Islamabad
June 02, 2022 09:53

F-1-72/NFCH/2005

Government of Pakistan
Ministry of Culture, Sports & Youth Affairs
(National Fund for Cultural Heritage)

Islamabad, 4th May 2005

Subject: Financial Rules & Accounting Procedures of National Fund for Cultural Heritage (NFCH)

In exercise of powers conferred under Section -9 of the NFCH Act 1994, the Board of Governors (BOG) is pleased to make and approve the following rules:-

1. Short title, extent and commencement:

- (i). These rules may be called the National Fund for Cultural Heritage (NFCH) Financial Rules & Accounting Procedures, 2004.
- (ii). These rules shall apply to all the Projects of Cultural Heritage of the Fund.
- (iii). These rules shall be applicable from the date of their approval from BOG i.e 29th May 2000. The Board of Governors (BOG) reserve the right to change or amend these rules from time to time and such changes and amendments, if and when made, shall be binding on all the projects of the Fund to whom these rules apply.

2. Definitions:

- i). "Fund" means National Fund for Cultural Heritage.
- ii). "Act" means, Act of National Fund for Cultural Heritage (NFCH) (Act VIII of 1994) as amended from time to time.
- iii). "Board" means the Board of Governors of NFCH.
- iii). "Executive Committee" means the Committee constituted by the Board.

Board of Governors: The management, overall control and supervision of the affairs of the Fund shall vest in a Board of Governors.

5. **Executive Committee:** Under Section 6, sub-section (5) of the NFCH Act (Act VIII of 1994), the Board of Governors (BOG) may appoint an Executive Committee (E/C) for three years terms for carrying out its functions as may be assigned to it by the Board.

6. **Meetings of the Board & Executive Committee:** i). The Chairman of the Board or the Chairman of the Executive Committee may convene meeting of the Board or the Executive Committee at such time and place as he may deem necessary and convenient for the transactions of its business provided that two (2) meetings of the Board and four (4) meetings of the Executive Committee shall be held in a year.

i). The Chairman or in his absence, the present members may elect any member for presiding over the meeting of the Board or Executive Committee.

ii). Two half of the total number of the members of the Board or Executive Committee shall form quorum of a meeting.

iii). The decision of the Board or Executive Committee shall be taken by a majority of members present. In case of tie, the Chairman presiding over the meeting may exercise a casting vote.

RABIA NAZ
Computer Operator(A&O)
Higher Education Commission, Islamabad
June 02,2022 09:53

8. Accounting Procedure:

A). 1. The Fund shall consist of :-

- i). Grant from Federal government and provincial governments.
- ii) Aid and assistance from local, national, and international agencies;
- iii). Contributions from private organizations and individuals,
- iv) Income and earning from the moveable & immovable properties acquired by, or leased to, the Fund.
- v). Profits accrued / earned from investments.

2. The amount credit to the Fund shall not lapse at the end of a financial year and shall be available for utilization at any time.

3. The Fund shall be used to achieve the objectives of the Fund.

4. Not with standing any thing contained in the Income Tax Ordinance 1979 (XXXI of 1979) all contributions and donations to the Fund shall be exempted from levy of tax.

5. The Fund will be administered by the Board of Governors of NFCH. The Chairman Executive Committee, who shall or on his behalf Joint Secretary (Admin & Culture) will approve day to day contingencies expenditures i.e salary, allowances, T.A/ DA and other contingent expenditures for running the Secretariat of NFCH. Whereas the Assistant Director NFCH / Secretary E/C, NFCH will act as DDO who shall maintain the record for Audit.

6. The DDO NFCH shall maintain Cash Book. The Cash Book will be closed regularly at the end of each month. The closing balance as on 30th June will be reconciled with balance shown in the bank statement.

7. The grant sanctioned for a project shall be released in the form of Crossed Cheque in favour of the concerned Executing Agency, who shall furnish acknowledgment.

8. The Accounts of the FUND will be Audited by the Auditor General of Pakistan through D.G (A)FG.

B). Procedure for Utilization of Fund:-

i). Funding should not be utilized for purchasing permanent equipments, machinery, vehicles and for salary purpose. The funds should be exclusively used for conservation, preservation, protection, exploration, excavation, publication, documentation, promotion, research and projection of cultural heritage of Pakistan.

ii). All funding are subject to:-

- a). Submission of fully vouched statement of Accounts and quarterly progress report of the project. Each executing organization / individuals / agency shall furnish completion report on the expiry of the duration of the project.
- b). The organization / agency / individuals must sign an undertaking (as per **Annex-I**) and agreement (as per **Annex-II**) before release of approved grant.
- c). Audit, monitoring and evaluation report.
- d). No substitution of approved project / change of site / change of executing agency shall be allowed.
- e). In case of preservation, conservation and protection of site photographs before and after the work shall be furnished by the executing agency.
- f). Proper inventory record shall be maintained in case of project constituting of archeological excavation.
- g). Grant must not be utilized for the purpose other than as originally approved.
- h). Each executing agency shall abide by the decisions of the Board of NFCH.

4. All projects (subject to the verifications of the BOG) will be divided in their gestation period and geared to the meeting of visible goals. Payment should be made in installment to cover the stated phases of the project.

5. A detailed listing of major expenditures should be provided with every cultural project requiring financing.

6. A Grant request must be accompanied by a clearly identified and enumerated list of benefits resulting from the project. The grant application form must contain space for such a list.

7. Grant from the National Fund for Cultural Heritage must not be viewed as a recurring or supplementary budget source for the Department of Archaeology projects or any other government activities.

8. Request for grants should demonstrably prove the project benefits are enduring and not-short term.

9. The Grant Application form should be scrutinized carefully to integrate all the above requirements and subsequently presented for approval in the next BOG meeting.

10. Grants from National Fund for Cultural Heritage should not fund a project in its entirety and should be limited to a maximum of half or 2/3rd of the total estimate. The applicant must satisfy the Executive Committee that the self-funding or multiple funding constituting a matching grant exists.

(Suleman Shah)

Assistant Director, NFCH

Ph.051-9206127

Distribution.

1. All members of Board of Governors,
2. All members of Executive Committee
3. DFA Culture,
4. SO (r&A)
5. SO (A-I)

Registration No.

1866

**AGREEMENT FOR THE DOCUMENTATION, PRESERVATION,
CONSERVATION, RESTORATION EXPLORATION / EXCAVATION
AND PUBLICATION / PROMOTION, Etc.**

(This will be required before releasing grant)

Name of the project : _____

Duration of the project : _____

Place of the project : _____

THIS AGREEMENT is made at the office of National Fund for Cultural heritage on this _____ day of _____ 20____ BETWEEN National Fund for Cultural Heritage (NFCH), a Fund established for the conservation preservation publication and promotion of the National Heritage of Pakistan with its Head Office situated at ~~Green Towers~~ ^{Blue Area} Islamabad, hereafter referred to as "grantor / contributor / benefactor" on the ONE PART;

AND

M/s. _____ a registered Foundation/Agency, carrying on its professional / contractual work under the name of _____ and consisting of _____ members namely;

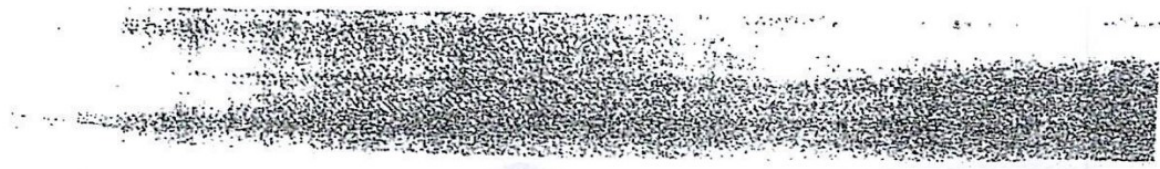
1. _____
2. _____
3. _____

with its place of work at _____ hereafter referred to as "grantee / beneficiary" on the OTHER PART;

OR

A representative Mr. Ms. Mrs. Dr. M/s. _____ of the Provincial / Central Department of Archaeology and Museums / University _____ carrying on the project in the name of the institution in which he/she/they belong from the address _____ hereafter referred to as "grantee / beneficiary" on the OTHER PART;

Higher Education Commission Islamabad
RABIA NAZ Compiler Operator (A&C)
June 02, 2022 09:53



No. I-72/NFCH/2005
 Government of Pakistan
 Ministry of Culture
 (National Fund for Cultural Heritage)

11th Floor Green Tower Blue Area,
 Islamabad, the 22nd January 2007

Amendment No.1

Subject: Financial Rules & Accounting Procedures of National Fund for Cultural Heritage (NFCH)

In exercise of powers conferred under Section -9 of the NFCH Act 1994, the Board of Governors (BOG) NFCH is pleased to make the following amendments in the Financial Rules & Accounting Procedures of NFCH.

i). Refer:- Clause 7.

Procedure / Rules for the Grants made to Agencies / individuals for Cultural Heritage Projects.

The following is inserted in Clause 7:-

E/C Financial Powers:-

"for immediate disposal of projects / proposals submitted for funding from NFCH, the Board authorized the Executive Committee to approve the same upto Rs 2.00 million".

ii). Refer:- Clause 8 (b) (i)

Procedure for Utilization of Fund.

A new sub-clause is inserted next to clause 8(b)(i). Clause 8(b)(i) is partially amended to the extent of the new sub-clause as under:-

"Funding should not be limited to the preservation of antiquities and conservation / restoration of monuments. Projects relating to historical buildings, intangible culture and art may also be funded".

(Suleman Shah)

Assistant Director, NFCH

PK.051-9212969

Distribution.

1. All members of Board of Governors.
2. All members of Executive Committee
3. DFA Culture,
4. SO (F&A)

PS to Secretary in the

AD/DF/CH

25/1/07

23/1/07

AS I/c

24/1/07

25/1/07

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 22/1/07
 22-1-07
 20-1-07

