

Government of West Bengal  
Department of Higher Education  
Social Education Branch  
Bikash Bhavan, 6<sup>th</sup> Floor, Block-DF, Sector-I  
Salt Lake, Kolkata - 700 091

Office Copy  
S.E. Branch

*Pl. upload*

*27/05/2026*

No. 166-(44)/HED-21014(99)/2/2026 (E-1447544)

Dated, Kolkata, 27<sup>th</sup> May, 2026

From: The Deputy Secretary to the Govt. of West Bengal.

To:

1. Institut de Chandernagor, Strand Road, Chandernagore, Hooghly, Pin - 712 126;
2. Jagadis Bose National Science Talent Search(JBNSTS), 1300, Rajdanga Main Road, Kolkata 700 107;
3. Institute of Development Studies (IDSK), DD-27/B, Sector I, Salt Lake, Kolkata - 700 064;
4. Bankim Bhavan Gaveshana Kendra (BBGK), Kanthalpara, Naihati, North 24 Pgs, Pin - 743 165;
5. Netaji Institute for Asian Studies (NIAS), 1, Woodburn Park, Kolkata - 700020;
6. Institute of Historical Studies, Flat no. 1-C, 1<sup>st</sup> Floor, 8/1, Loudon Street, Kolkata - 700017;
7. Institute of Language Studies and Research (ILSR), "ASANNA", Plot No. - DG 10/1, Premises No. - 13-0327, Action Area - ID, Rajarhat, Newtown, Kolkata - 700 156;
8. Vidyasagar Academy, 36, Vidyasagar Street, Kolkata - 700009;
9. Ramakrishna Mission Ashrama, Narendrapur, Kolkata - 700 103;
10. Ramakrishna Mission Vidyapith, Purulia, P.O. - Vivekanandanagar, Purulia - 723 147;
11. Ramakrishna Mission Ashrama, Baranagar, Kolkata-36;
12. Indian Centre for Space Physics, 466, Barokhjola, Netaji Nagar, Singabari Road, Kolkata - 700099;
13. The Ramakrishna Mission Institute of Culture, Golpark, Kolkata - 700 029;
14. Ramakrishna Mission Vidyamandira, Belur Math, P.O.- Belur Math, Howrah 711 202;
15. Ramakrishna Mission Janasikshamandira, Belur Math, P.O.- Belur Math, Howrah 711 202;
16. Ramakrishna Mission Sikshanamandira, Belur Math, P.O.- Belur Math, Howrah 711 202;
17. Ramakrishna Math, Naora, Vill. - Naora, P.O. Bodra, P.S. Bhangar, South 24 Parganas;
18. Ramakrishna Mission Vivekananda Educational and Research Institute (RKMVERI), Belur Math, P.O.- Belur Math, Howrah 711 202;
19. Ramakrishna Mission Residential College, Narendrapur, Kolkata - 700 103;
20. Bangiya Sahitya Parishad, 243/1, A.P.C. Road, Kolkata 700 006;
21. Centre for Studies in Social Sciences, Calcutta (CSSSC), R-1, Baishnabghata-Patuli Township, Kolkata - 700094;
22. Gaudiya Mission, Bagbazar, 16A, K.P.C. Street, Kolkata - 700003;
23. Bangiya Kala Kendra, 5A, Bankim Chatterjee Street, Kolkata 700 073;
24. Sanskrit Sahitya Parishat, 168/1, Raja Dinendra Street, Kolkata 700 004;
25. Ramkrishna Sarada Vidyapith, Arambagh, Arambagh Town, Hooghly;
26. Kaikala Adarsha Sanskrit Mahavidyalaya, Hooghly, Vill.+ P.O. - Kaikala, Hooghly - 712 405;
27. Bangiya Bijnan Parishad, P-23, Raja Raj krishna Street. Kolkata 700 006;
28. Beri Sri Sri Ramkrishna Ashram, P.O.-Ramnagar, North 24 Prgns 743 273;
29. Raja Rammohun Roy Memorial Museum, 85 A, Raja Ram Mohun Sarani, Kolkata 700 009;
30. Chinsurah Raja Rammohan Ray Smriti Rakkha Committee, Chinsurah, Hooghly;
31. Sarat Samity, 24, Aswini Dutta Road, Kolkata 700 029;
32. Institute of Science, Education & Culture, 42B, Syed Amir Ali Avenuue, Kolkata - 700017;
33. Dr. Krishna Bakshi Memorial Institute, 1/5A, Gurudas Dutta Garden Lane, Ultadanga, Kolkata-67;
34. Dopukuria Radha Krishna Kirtan Chatuspathi, Vill.+P.O.- Dopukuria, Dist.- Murshidabad, Pin- 742163;
35. Calcutta Mathematical Society, Salt Lake, Kolkata - 700064;

36. Bangiya Itihas Samiti Kolkata, 8B, Baranashi Ghosh Street, Kolkata 700 007;  
37. International Society for Intercultural Studies & Research, 22, S.K. Deb Road, 4th Bye Lane, Kol-48;  
38. Indian Association for the Cultivation of Science, 2A & 2B, Raja Subodh Mallick Road, Jadavpur, Kolkata - 700032;  
39. Centre for Rural & Cryogenic Technologies; FT & BE Building, Jadavpur University, Kolkata - 32;  
40. Ramkrishna Mission Educational Research Institute, P.O.- Belur Math, Howrah 711 202;  
41. Bengal Bratachari Society, Bratachari Gram, P.O. - Joka, Kolkata 700 104;  
42. Tagore Centre for Natural Sciences & Philosophy,, 1/AF, Bidhannagar, Kolkata 700 064;  
43. Vashistha Institute for North Bengal and North East Developmental Studies, Vill. - Chhotalaukuthi, P.O.- Bakshirhat, Cooch Behar, Pin - 736 131;  
44. English Language Lovers' Association, West Bengal, Dr. S.P. Ghosh Road, Baghbajar, Chandannagor, Hooghly 712 136.

**Sub: Survey of Manuscripts under 'Gyan Bharatam Mission'**  
**Ref. No. 2073/Pr. Secy/ ICA/2026 dated 21.05.2026.**

Sir/Madam,

Apropos above, I am directed to inform you to that Government of India has initiated a survey of Manuscripts under 'Gyan Bharatam Mission' to help in preserving and promotion the traditional knowledge heritage of the India through identification, preservation and documentation of valuable manuscripts across the country to expedite the process relating to the survey and documentation of manuscripts under the mission.

In view of the above, you are hereby requested to furnish an inventory of all manuscripts that have been preserved in your institute in a prescribed format, attached herewith for implementation of the survey named 'Gyan Bharatam Mission' before the Principal Secretary, Deptt. of Information & Cultural Affairs, Nabanna, 9<sup>th</sup> Floor, 325, Sarat Chatterjee Road, Howrah-711 102 in hardcopy with softcopies to email address: [secica@wb.gov.in](mailto:secica@wb.gov.in) & [highereducation@gmail.com](mailto:highereducation@gmail.com) by 04.06.2026.


In addition to this, you are hereby requested to assign one Nodal Officer of interest & potential for taking the program ahead.

Furthermore, you are hereby requested to do the needful as follows:

1. Initiate the survey immediately through the appropriate administrative machinery,
2. Collect detailed information regarding the manuscripts as per the enclosed Proforma,
3. Ensure the proper verification and compilation of the information collected,
4. Submit the consolidated institute-wise report to this Department urgently for further necessary action.

This may be treated as the **top-most URGENT**.

**Enclosure: Prescribed Proforma.**


Yours faithfully,  
  
Deputy Secretary  
to the Govt. of West Bengal

No.166/1(5)/HED-21014(99)/2/2026 (E-1447544)

Dated, Kolkata, the 27<sup>th</sup> May, 2026

Copy forwarded for information and necessary action to:

1. The Principal Secretary, Deptt. of Information & Cultural Affairs, Nabanna, 9<sup>th</sup> Floor, 325, Sarat Chatterjee Road, Howrah-711 102;
2. The Secretary, Social Education Branch, Higher Education Department;
3. The Senior Special Secretary, Establishment Branch, Higher Education Department;
4. The Sr. P.S. to the Addl. Chief Secretary, Higher Education Department;
5. Office Copy.

  
Assistant Secretary  
to the Govt. of West Bengal



Government of India  
Ministry of Culture



ज्ञानभारतम्

॥ व हि ज्ञानेन सदृशं पवित्रमिह विद्यते ॥



The Asiatic Society, Kolkata  
(Gyan Bharatam Cluster Centre)

Surveyor Information Sheet

(To be filled in BLOCK LETTERS)

<p><u>Survey Level:</u></p>	.....
<p><u>Survey District:</u></p>	.....
<p><u>State:</u></p>	.....
<p><u>Survey Conducted By:</u></p>	.....
<p><u>Designation:</u></p>	.....
<p><u>Institution/Organization:</u></p>	.....
<p><u>Survey Period :</u></p>	..... To .....
<p><u>Date of Survey:</u></p>	.....
<p><u>Signature of the Surveyor:</u></p>	.....
<p><u>Seal of the surveying institution:</u></p>	

Institutional Information Form

1.	Name of the Institution/ Individual:	
2.	Type of the Institution/Organization	Public library <input type="checkbox"/> Institutional Library <input type="checkbox"/> Museum <input type="checkbox"/> Private Collection <input type="checkbox"/> District Library <input type="checkbox"/> Other <input type="checkbox"/> .....
3.	Name of the Repository/ Library (if any)	
4.	Address	
5.	Head of the Institution/Custodian of the Institution	
6.	Contact Details	Name: Designation: Mob. No.: Email:
7.	Any Institutional website?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please mention the website URL .....
8.	Total number of manuscripts (in word also)	
9.	Total number of Staff	
10.	Status of the Institution/Organization	Government <input type="checkbox"/> Semi-Government <input type="checkbox"/> Private <input type="checkbox"/> Autonomous <input type="checkbox"/> Other <input type="checkbox"/>
11.	Documentation and Preservation	A. Documentation completed- Yes <input type="checkbox"/> No <input type="checkbox"/>  B. Conservation Status- Preventive <input type="checkbox"/> Curative <input type="checkbox"/> Both <input type="checkbox"/>  C. Preservation /Storage- Wooden Almirah <input type="checkbox"/> Steel Almirah <input type="checkbox"/> Open Book Self <input type="checkbox"/> Other <input type="checkbox"/> .....

12.	Catalogue Details	Catalogue available? Yes <input type="radio"/> No <input type="radio"/>
13.	Is registration on the Gyan Bharatam portal Completed?	Yes <input type="radio"/> No <input type="radio"/>
14.	Digitization	A. Digitization- Yes <input type="radio"/> No <input type="radio"/> B. Fully Digitized / only scanning- C. Collaborative /Single funded- D. Format of the data storage- JPG <input type="radio"/> PDF <input type="radio"/> E. Digitization done by- F. Metadata- Yes <input type="radio"/> No <input type="radio"/>
15.	• Readers' Service	General Reader service Yes <input type="radio"/> No <input type="radio"/>
	• Public access of Mss.	Public access of Mss. available? Yes <input type="radio"/> No <input type="radio"/>
16.	Interested in collaboration?	Yes <input type="radio"/> No <input type="radio"/> If yes, what kind of assistance required? Survey <input type="radio"/> Cataloguing <input type="radio"/> Documentation <input type="radio"/> Preservation <input type="radio"/> Conservation <input type="radio"/> Publication <input type="radio"/>

#### DECLARATION BY CUSTODIAN:

I hereby declare that the information provided above is true to the best of my knowledge. I permit the survey team to document the manuscripts for academic and preservation purposes under the Gyan Bharatam Manuscript Survey Programme.

Name of Custodian: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Seal of Institution / Collection: \_\_\_\_\_

#### CERTIFICATION BY SURVEYOR

Certified that the manuscript survey was conducted personally and the information recorded above is based on physical verification and interaction with the custodian of the collection.

Name of Surveyor: \_\_\_\_\_

Designation: \_\_\_\_\_

Institution: \_\_\_\_\_

Signature and seal: \_\_\_\_\_

Date: \_\_\_\_\_