

Record Note of the 8th Meeting(2024-25) of the National Commission for Minorities held on 20th November, 2024

1. Eighth Meeting of the National Commission for Minorities(2024-25) was held at 11:30 A.M on 20th November, 2024 in the Chamber of Hon'ble Chairman in the presence of the following:-
 - i. Shri Iqbal Singh Lalpura, Chairman
 - ii. Shri Kersi K. Deboo, Vice Chairman
 - iii. Ms. Syed Shahezadi, Member
 - iv. Ms. Rinchen Lhamo, Member
 - v. Shri Dhanyakumar Jinappa Gunde, Member
2. Ms. Neelam Shami Rao, Secretary assisted the Commission and in attendance were Shri Daniel E. Richards, Joint Secretary; Shri Manoj Kumar Singh, Deputy Secretary, Shri Rajeev Mohan, Under Secretary, Shri Sunil Kumar Singh, Under Secretary and Shri Miraj A Khan, Legal Consultant.
3. **Agenda Item No.1: Confirmation of the record notes of the Meeting of the Commission held on 16.10.2024**

The record notes of the meeting were confirmed.
4. **Agenda Item No.2: Action Taken Report on Minutes dated 16.10.2024.**

The Commission took note of the Action Taken Report on Minutes of the previous Meeting of 16.10.2024.

S.No.	Action Points	ATR
1.	Tour report of Shri Iqbal Singh Lalpura, Hon'ble Chairman, to Ropar (Punjab), Chandigarh from 19th July, 2024 to 21st July, 2024. (Agenda item no 3 of NCM meeting dated 16.10.2024)	i. Letter issued to the Chief Secretary, Punjab on 04.11.2024. ii. Letter issued to the Secretary, Ministry of Corporate Affairs 04.11.2024. iii. Letter issued to the Director, NCERT on 04.11.2024. iv. Letter issued to the Administrative Secretary, Dept of School Education on 04.11.2024. v. Letter issued to the Secretary, DoPT

		on 04.11.2024.
2.	Tour report of Shri Iqbal Singh Lalpura, Hon'ble Chairman, to Chandigarh (UT), District Ropar, Punjab from 1st September, 2024 to 3rd September, 2024. (Agenda item no 4 of NCM meeting dated 11.09.2024)	i. Letter issued to the Chief Secretary, Punjab on 30.10.2024. ii. Letter issued to the Administrator, Chandigarh on 05.11.2024.
3.	Tour report of Shri Iqbal Singh Lalpura, Hon'ble Chairman, to District Patiala, Punjab on 6th September 2024. (Agenda item no 5 of NCM meeting dated 16.10.2024)	Letter issued on 22.11.2024.
4.	Tour report of Shri Iqbal Singh Lalpura, Hon'ble Chairman to Amritsar (Punjab) and Chandigarh (UT) from 20th September, 2024 to 23rd September, 2024. (Agenda item no 6 of NCM meeting dated 16.10.2024)	DO issued to Hon'ble Chief Minister, Punjab on 08.11.2024.
5.	Tour report of Shri Iqbal Singh Lalpura, Hon'ble Chairman, to Rajkot, Ahmedabad (Gujarat) from 4 th October, 2024 to 5 th October, 2024. (Agenda item no 7 of NCM meeting dated 16.10.2024)	Letters issued to the Chief Secretary, Gujarat on 04.11.2024.
6.	Tour report of Shri Kersi K Deboo, Vice Chairman to District Alwar, Rajasthan from 25 th August, 2024 to 26 th August, 2024. (Agenda item no 8 of NCM meeting dated 16.10.2024).	i. Letter issued to the Chief Secretary, Rajasthan on 04.11.2024. ii. Letter issued to the Chairman Rajasthan State Minority Commission on 04.11.2024.
7.	Tour report of Shri Kersi K Deboo, Vice Chairman to District Jaipur, Rajasthan from 20 th September, 2024 to 22 nd August, 2024. (Agenda item no 9 of NCM meeting dated 16.10.2024)	Letter issued to the Secretary, M/o Minority Affairs on 04.11.2024.
8.	Tour Report of Ms. Syed Shahezadi, Member to Hyderabad, Telangana from 13 th September,	DO issued to Hon'ble Minister of Railways on 08.11.2024.

	2024 to 19 th September, 2024. (Agenda item no 10 of NCM meeting dated 16.10.2024)	
9.	Tour Report of Ms. Syed Shahezadi, Member to Shimla, Himachal Pradesh from 3 rd October, 2024 to 6 th October, 2024. (Agenda item no 11 of NCM meeting dated 16.10.2024)	Letter issued to the Chief Secretary, Himachal Pradesh on 04.11.2024.
10.	Tour report of Ms. Rinchen Lhamo, Member to Bhopal, Madhya Pradesh from 25 th September, 2024 to 27 th September, 2024. (Agenda item no 12 of NCM meeting dated 16.10.2024)	Letter issued to the Chief Secretary, Madhya Pradesh on 06.11.2024.
11.	Tour report of Shri Dhanyakumari Jinappa Gunde, Member, National Commission for Minorities to Maharashtra, Daman and Karnataka during 14 th September, 2024 to 25 th September, 2024. (Agenda item no 14 of NCM meeting dated 16.10.2024)	i. Letter issued to the Chief Secretary, Maharashtra on 04.11.2024. ii. Letter issued to the Administrator, UT Daman and Diu, Dadra and Nagar Haveli on 04.11.2024. iii. Letter issued to the Chief Secretary, Karnataka on 30.10.2024. iv. Letter issued to the Secretary, Minister of Culture on 05.11.2024. v. Letter issued to the Director, Destination Development Division on 05.11.2024.
12	Tour report of Shri Iqbal Singh Lalpura, Hon'ble Chairman to Districts Bodhgaya, Patna (Bihar) from 30 th September, 2024 to 1 st October, 2024. (Agenda item no 15 of NCM meeting dated 16.10.2024)	DO issued to the Chief Secretary, Bihar on 11.11.2024.
13.	Pendency Status on CMS portal from 06.08.2024 to 04.09.2024. It was reported to the Commission that a VC meeting with Uttarakhand was held on 08.10.2024. It was decided to have simultaneous VC meeting with two States having	VC Meetings with two States Uttarakhand on 08.10.2024 and Telangana on 07.11.2024 held and they have been asked to send ATR of cases pending for more than 3 months in two weeks. Some replies have been received from Uttarakhand.

	more than 50 reports pending over 3 months' period, in the future. (Agenda item no 16 of NCM meeting dated 16.10.2024)	
14.	Tour report of Shri Dhanyakumari Jinappa Gunde, Member, National Commission for Minorities to Sawai Madhopur, Bundi & Kota (Rajasthan) from 6 th October, 2024 to 8 th October, 2024. (Supplementary Agenda -I (Agenda Item No.2) of NCM meeting dated 16.10.2024).	i. Letter issued to the Chief Secretary, Rajasthan on 05.11.2024. ii. Letter issued to the Secretary, Ministry of Culture on 05.11.2024.
15.	VC Meeting held by Secretary, National Commission with State Government officials of Uttarakhand. The work done for VC meeting on 08.10.2024 with Uttarakhand Government Officials regarding issues pertaining to the State was appreciated by the Chairman. It was also decided to apprise the Hon'ble Prime Minister regarding the issue of Gurudwara Gyan Godri giving full details of the case. It was informed that a follow up VC meeting was scheduled for 18.10.2024. (Supplementary Agenda-II (Item No.1) of NCM meeting dated 16.10.2024).	In follow up of VC Meeting held on 18.10.24 the Principal Secretary, Uttar Pradesh irrigation Department and ADM, Haridwar have been requested to apprise the Commission. The progress on this may be put in the next meeting.
16.	Terms of Reference of Core Group on Awareness for minority was approved with some additions as given in Annexure-I. (Supplementary Agenda II (Item No.2) of NCM meeting dated 16.10.2024)	Names of Members have been received. The orders may be put up for issuance and inform the Commission in the next meeting.
17.	Hiring Event Management Agency. The proposal for hiring an Event	Draft RFP for tendering on GeM is being put up. Status be put up again in the next meeting.

	Management Agency for handling all works related to NCM events and meetings was approved. (Supplementary Agenda -II (Item No.4) of NCM meeting dated 16.10.2024)	
18.	Any other items with the permission of the Chairman- Chairman directed that recording of meetings with the Minority communities held in NCM may be done.	Meetings proceedings are being recorded.

5. **Agenda Item No.3: Tour report of Shri Dhanyakumar Jinappa Gunde, Member, National Commission for Minorities to District Raipur, District Rajnandgaon from 17th October, 2024 to 19th October, 2024.**

Recommendations:-

1. The State Government of Chhattisgarh may kindly be advised to fill the vacant seats of Members in State Minority Commission.
2. The State Government of Chhattisgarh may kindly be advised to appoint District Minority Officer in every District of Chhattisgarh.
3. The State Government of Chhattisgarh may kindly be advised to hold a half yearly review meetings with State Minority Commission.
4. The State Government of Chhattisgarh may kindly be advised to direct District Administrations to hold 3 months periodic meetings with District Minority Department.
5. The State Government of Chhattisgarh may kindly be advised to promote and implement the schemes provided by Centre and State Government for betterment of minority communities.
6. The State Government of Chhattisgarh may kindly be advised to take strict action against the people commenting against any religion on any platform.
7. The State Government of Chhattisgarh may kindly be advised to construct a library in Dongargarh for the betterment of minority students in particular.

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8. The State Government of Chhattisgarh may kindly be advised to provide basic facilities of water supply, electricity, toilets and accommodations at the religious sites of minorities in Dongargarh.
 9. The State Government of Chhattisgarh may kindly be advised to promote Dongargarh as a Tourism Centre.
 10. The State Government of Chhattisgarh may kindly be advised to complete the project of prevention of landsliding in Dongargarh.

Decision:- The Recommendations No 1 to 10 were approved for writing to the State Govt. of Chhattisgarh.

6. **Agenda Item No.4: A Background Paper for establishing a separate and dedicated Research and Data Analysis Division (RADA) and National Clearing House for Data Collection & Management (NCHM) in National Commission for Minorities.**

- (a) The Commission deliberated upon and approved the proposal for establishing a dedicated Research and Data Analysis Division (RADA) and National Clearing House for Data Collection and Management (NCHM) in the Commission. **The complete proposal Framework is at Annexure-I.**

The proposal was based on the mandate of the NCM Act 1992 and would supersede the provisions of the NCM (Procedures and Processes) Regulation: 1997 relating to Evaluation and monitoring and Procedure for causing/ conducting studies and SOP for engaging Institutes/ Organization/ Agencies for conducting "studies" on various subjects relating to Minorities.

- (b) Establishment of a Research and Data Analysis Division was approved.
- (c) Hiring at least two research cum data analyst from a TIER 1 firm for a period of six months, extendable to another 3 months from NICS was approved. NICS will be hired on nomination basis under GFR rule 194 - Single Source Selection/ Consultancy by Nomination was approved.
- (d) Hiring of a service provider for technical + analytical support for establishing and managing NCHM was approved.

- (e) At the later stage hiring of a service provider for providing research and analysis support to the Division for research proposal formulation and selection of research agency and supervision of the research work was approved.
- (f) Constitution of a Standing Research Advisory Committee comprising Joint Secretary, two nominees of the Commission (research experts) with Research Officer as a Convener was approved. It will have one Member of the Commission, nominated by the Chairman as its Chairperson.
- (g) Suitably modification of NCM (Procedures and Processes) Regulations, 1997 paragraph 5 and 8 to provide for 21st century realities as given in Annexure-II as approved in principle. The draft of it will be approved by the Chairman and thereafter put for ratification of the Commission;
- (h) SOP for engaging Institutes/Organisations/Agencies for conducting "Studies" on various subjects relating to Minorities would be superseded through Research & Study Framework of NCM.

7. Agenda Item No.5: Minority related Court's Judgments.

The Commission was appraised about the recent judgment of Hon'ble Supreme Court. The Commission commended the introduction of the new Agenda and this innovation practice of briefing on important judgement. The following three were discussed and noted by the Commission on the following numbers:-

- (i) **Judgment on minority status of Aligarh Muslim University :-**
A seven-judge Bench of the Supreme Court headed by Chief Justice of India DY Chandrachud, in a majority judgment of 4:3 ratio, overruled 1967 Constitution Bench decision in Aziz Basha case which held that a minority community cannot claim to have established an educational institution if it was created by a statute and the Apex Court laid down several factors for determining whether a Minority had established educational institution.
- (ii) **Judgment on Uttar Pradesh Board of Madrasa Education Act, 2004:-**
The Hon'ble Supreme Court vide its order dated 05.11.2024 validates Uttar Pradesh Board of Madrasa Education Act, 2004 overturning Allahabad High Court order of March, 2024 which declared Madrasa Board Act as unconstitutional for allegedly violating principle of Secularism, Articles 14, 21 and 21-A of the Constitution and violates Section 22 of UGC Act, 1956.

However, the Hon'ble Court also held that provisions of the Madarsa Act which seek to regulate higher-education degrees, such as Fazil and Kamil are unconstitutional as they are in conflict with the UGC Act, which has been enacted under Entry 66 of List I of the Constitution.
- (iii) **Judgment of Supreme Court On Bulldozer Action:-**
The Hon'ble Supreme Court Bench of two Judges comprising of Mr. Justice B.R. Gavai and Justice K.V Viswanathan vide Judgment dated 13.11.2024 says that

properties can't be demolished merely because of criminal accusations/convictions. The Hon'ble Supreme Court laid down procedures and issued detailed guidelines to be followed for demolition.

The Commission noted the details.

8. Agenda Item No.6: Information about monthly newsletter.

The Commission appreciated the first monthly Newsletter brought out by the Commission and decided that it be made a regular feature.

9. Agenda Item No.7: RBI Report on credit facilities to Minorities community.

The Commission was apprised regarding the economic development of Minorities vide a presentation. The Commission appreciated the role played by the RBI and the Banks. The RBI had laid down guidelines for providing easier financial assistance to Minorities. The Commission appreciated the steady increase in the loans advanced. The Commission noted that as per the figures from 2021-22, 2022-23 and 2023-24 it is observed that the total number of loan accounts have increased by nearly 26% compared to the previous year in the MCD's. Further the amount of lending has also increased by 14.30%. This reveals considerable increase in availing of loans by Minority Communities in the last year. The best performing states for off take of loans are Kerala, West Bengal and UP. Public sector banks were the largest provider of credit to Minorities.

10. Agenda Item No.8: Hiring of printer/DTP (Desk Top Publishing) Services with atleast one person to be provided to NCM for DTP.

The proposal of hiring of printer/DTP Services for printing activities was considered and approved. The agency would be asked to deploy one person in NCM for doing Desk Top publishing in job with the following scope of work:-

- (i) Design of all NCM activity related matter as and when required using Digital Tools.
- (ii) Print the Booklets, Reports, Newsletters, Annual Reports etc.

Agency for Services be hired through NCM for the above work who will also provide skilled staff including tools.

11. Agenda Item No.9: Analysis of Framework for unemployment rates amongst minorities.

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The Status with regard to unemployment rates based on the report in Business Standard and analysis of PLFS data, was brought to the notice of Commission which appreciated it. The Commission noted that the Muslim youth have consistently faced highest unemployment rates among religious minorities due to socio economic and educational factors. Christian and Sikh youth also experience high unemployment rates but saw gradual improvement from 2021 to 2023, whereas Buddhist and Jain youth had relatively lower unemployment rates compared to other Minorities. The key challenges of educational access, social bias and geographic isolation were noted. The recommendations for enhancing vocational education, skilling, fostering entrepreneurship and collaboration by Government and private sector for targeted intervention and social awareness was noted by the Commission.

12. Agenda Item No.10: Awards for best performer of State Govt/UTs in Annual State Conference.

The proposal to institute an Award for best performance by State Govt. in matters relating to Minorities was considered and approved.

Award could be for:-

- (i) Best Performance for implementation of Govt Schemes for Minorities.
- (ii) Best performance for handling/disposal of grievances.

For the above, the methodology for selection of winner and contribution of Jury could be taken up subsequently. It was also decided that NID (National Institute of Design) would be asked to design the trophy.

13. Agenda Item No.11: Regarding police verification and work done by Community leader.

The proposal of police verification of community leaders/advisors and panelists, their contribution towards minorities and relaxation clause for incorporation in the existing guidelines was approved. It was decided that a format may be drawn-up.

14. Agenda Item No.12: Tour report of Shri Kersi K Deboo and Ms. Rinchen Lhamo to Lakshadweep from 24th October, 2024 to 28th October, 2024.

Recommendation:- Letter should be written to Minister Tourism enclosing the petition received from Lakshadweep Private Tourism Development Association (LTDA).

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The recommendation of the Member for writing to the Ministry of Tourism on the petition received from Lakshadweep Private Tourism Development Association (LTDA) was considered. It was decided that the demands for improving the Tourism Sector be recommended. However, with regard to security related issues, the Commission would refrain from intervening.

15. Agenda Item No.13: Tour report of Ms. Rinchen Lhamo to Arunachal Pradesh from 1st November, 2024 to 6th November, 2024.

Recommendation No. 1:- Declaration of " Monyul Vidya Niketan" as Minority School.

It was decided that to ascertain from the school regarding its application for minority status, after receipt of which the Commission would take action.

Recommendation No-2- Setting up of "waste management Plant" at Tawang in the name and style of "Tawang Women Waste Management Plant".

It was decided that to write to the District Collector, Tawang and seek report.

Recommendation No-3- Construction of community hall/ Guest House at Bhramadudngchung Ani Gompa.

It was decided to write to the Ministry of Minority Affairs for consideration under the relevant schemes providing for setting up of Community Hall.

16. Agenda Item No.14: Tour Report of Ms. Syed Shahezadi, Member to Hyderabad, Telangana from 27th October, 2024 to 5th November, 2024.

It was noted that there was no recommendations in the Tour report.

17. Agenda Item No.15: Tour report of Ms. Rinchen Lhamo to Kushinagar and Lucknow (Uttar Pradesh) from 9th November, 2024 to 12th November, 2024.

Recommendations:-

1. Under the Madrasa Modernization Scheme, honorarium of about 07 years is pending and the Science teachers engaged at the Madrasa suffering considerably.

(NCM requested to take up the matter with UP State Government).

2. Visiting hours of Mahaparinirvana Temple at Kushinagar have been fixed from Sun rise to Sun set. However the attendees of Buddhist members requested to change the hours from 4 a.m to 9 p.m. Gold Polish of Buddha statue in Mahaparinirvana Temple to be made in time bound manner.

3. Construction of a ramp at the Mahaparinirvana Temple in Kushinagar to provide easy access for physically challenged visitors.

(NCM is requested to take up the matter with Archeological Survey of India).

4. Simplification in issuing Minority Certificates.

5. Nomination of Buddhist Member in State Minority Commission.

6. Affiliation of Kamil and Fazil degrees with Khwaja Moinuddin Bhasha Vishwavidyala to secure the future of the students.

(NCM is requested to take up the matter with U.P State Government).

Decisions:-

Recommendation No-1 & 5- It was decided to write to the Chief Secretary, Uttar Pradesh.

Recommendation No-2 & 3- It was decided to write to the Archaeological Survey of India (ASI) and copy to the Chief Secretary, Uttar Pradesh.

Recommendation No-4- VC are being held with the concerned States.

Recommendation No-6- To be dropped. The matter would be examined by Legal Consultant.

18. Agenda Item No.16: Tour report of Shri Dhanyakumar Jinappa Gunde, Member, National Commission for Minorities to Hukkeri, Kunnor, Gokak, Chikodi, Belgaum, (Karnataka) from 17th October, 2024 to 19th October, 2024.

Recommendations:-

1. The State Govt. of Karnataka may kindly be advised to construct a Meditation Rooms, SamudayaBhawan, ShaktiDham with sanitary, water and light amenities at TapasviBhoomi, Kunnoor, Taluka Gokak.

2. The State Govt. of Karnataka may kindly be advised to grant an area of 25 acre and 37 guntas of land namely TapasviMaradi in R.S No. 608/* of village Kunnoor, Taluka Gokak.

3. The State Govt. of Karnataka may kindly be advised to maintain a garden with medicinal plants at Tapasvi Bhumi, Kunnoor, Taluka Gokak.

Decisions:-

Recommendation No-1 & 3- It was decided to write to the Archaeological Survey of India (ASI).

Recommendation No-2- It was decided to seek a report from the State Govt. in this matter.

19. Agenda Item No.17: Tour report of Shri Dhanyakumar Jinappa Gunde, Member, National Commission for Minorities to Nainital, Kainchidham, Mukteshwar (Uttarakhand) from 07th November, 2024 to 08th November, 2024.

Recommendations:-

1. The State Government of Uttarakhand may kindly be advised to restart the Kanya Dhan Yojna.
2. The State Government of Uttarakhand may kindly be advised to rebuild or compensate the people whose houses were demolished in Nainital by local authorities/ State Government in view of development in the area.
3. The State Government of Uttarakhand may kindly be advised to conduct a promotional drive of schemes provided by Central and State Government for minorities in Urban and Rural areas of all districts in Uttarakhand.
4. The State Government of Uttarakhand may kindly be advised to provide water facility to Jain Mandir, Mukteshwar by drilling a bore well with electric facilities to it.
5. The State Government of Uttarakhand may kindly be advised to repair the approach road to Jain Mandir Mukteshwar and also to construct a guard wall along with the road.

Decisions:-

Recommendation No-1- It was decided to seek a report from the State Govt. regarding seeking reasons for the closure of Kanya Dhan Yojna.

Recommendation No-2, 3, 4 & 5- It was decided to write to the State Govt.

20. Agenda Item No.18: Tour report of Shri Kersi K Deboo to Districts Valsad and Navsari (Gujarat) from 30th October, 2024 to 11th November, 2024.

It was noted that there was no recommendations in the Tour report.

21. Agenda Item No.19: Success Stories in the month of October, 2024.

Two Success Stories in the month of October, 2024 as follows was noted by the Commission:-

- (i) Success story in the matter of sacrilege of Gutka Sahib in Perth, Australia on 27th August 2024.

(ii) Success Story in the matter of dismissal of Shri Karan Singh from Nepal Army for non-shaving of his beard.

22. Agenda Item No.20: Pendency Status on CMS portal from 09.10.2024 to 05.11.2024.

It was noted by the Commission that Secretary, NCM is holding VC Meetings to review pending cases more than three Months with the State Governments.

23. Agenda Item No.21: Status of CPGRAM Grievances till 05.11.2024.

It was directed that cases pending more than a month are to be expedited.

24. Agenda Item No.22: Any other items with the permission of the Chairman:

- (i) Minority Day may be organized on 18th December, 2024 (around 100 persons may be invited from the Minority communities).
- (ii) Tour guidelines of the Commission may be revised to cover all the Districts having Minorities population of States/UTs.

Framework for Research and Study in NCM
{Establishing a separate and dedicated Research and Data Analysis
Division (RADA) with 'National Clearing House' (NCHM), in
National Commission for Minorities}

I. Context and Background

1. Section 9(1) of the NCM Act, 1992 lineates the functions of the Commission. Of the 9 functions three specifically requires a robust mechanism for undertaking the tasks of evaluation, studies, research and analysis. These are articulated as follows:-

“ Section 9: Functions of the Commission-

(1) The Commission shall perform all or any of the following functions, namely:-

- (a) Evaluate the progress of the development of Minorities under the Union and States;
- (b) Monitor the working of the safeguards provided in the Constitution and laws enacted by Parliament and the State Legislatures;
- (e)Cause studies to be undertaken into problems arising out of discrimination against Minorities and recommend measures for their removal;
- (f) Conduct studies, research and analysis on the issues relating to the economic and educational development of Minorities;

2. New NCM Rules and Regulations have articulated NCM (Procedures and Processes) Regulations:1997 drafted in exercise of the powers conferred by section 8(2) of the NCM Act and adopted on 17th June 1997. It also prescribes procedure for evaluation and monitoring under Paragraph 5 which is as follows:-

Paragraph 5 of NCM Regulations 1997 - Procedure for evaluation and monitoring

In terms of clauses(a) and (b) of section 9(1) of the Act, the Commission shall evaluate the progress of development of minorities and monitor the working of

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Constitutional safeguards for them inter-alia buy regularly, analysing, reviewing and expressing views on the following:-

- (a) legislations/ government rules/ regulations/ notifications/ orders, guidelines, etc relating to protection and safeguards of Minorities' rights and their implementation;
 - (b) working of Prime Minister's new 15 Point Programme for the Minorities 2006;
 - (c) flow of credit/ loans from Banks/ financial institutions to the Minorities;
 - (d) implementation of schemes of National Minorities Development and Finance Corporation and of Central Government Ministries/Departments / Cells / Agencies / Committees, relating to the Minorities' interest and welfare;
 - (e) schemes and work of state-level Minorities Commissions/ Boards / Minorities Finance and Development Corporations / Minority Welfare Departments et cetera;
 - (f) studies and reports of NGOs and other private agencies working in respect of the socio-economic, cultural and educational rights of Minorities;
 - (g) tour-reports of Chairpersons/Members;
 - (h) progress of the acceptance implementation of the Commissions on Reports/ Statutory Recommendations/ Suggestions and decisions;
 - (i) media reports and relevant information received otherwise."
3. NCM(Procedures and Processes) Regulations,1997 also prescribes procedure for causing / conducting studies under Paragraph 8 which is as follows:-

"Paragraph 8 - Procedure for causing / conducting studies-

- (1) In terms of clauses(e) and (f) of section 9 (1) of the Act, the Commission may cause or conduct studies etc. by;
 - (a) inviting proposals for such studies from Members/ outside institutions/ individuals;
 - (b) assigning any such proposal study to Members/ officers/ institutions/ individuals with modalities and terms (including financial terms) as decided;

- (c) examining, adopting and taking up with the Government recommendations of any relevant study undertaken by any other institution/ organisation/ individual;
- (d) arranging/ holding/ sponsoring/ collaborating in suitable conferences/ seminars/ symposia/ group discussions, etc. on problems/ matters falling in its jurisdiction.
- (2) The measures which the Commission may decide to recommend on the basis of any such study/ seminar et cetera shall be conveyed to the concerned Government/ other authority in the form of Statutory Recommendations Suggestions herein above stated.
4. Considering the Regulations were made in 1997, they require suitable modifications to incorporate present day functioning and 21st century realities. The SOP for engaging Institutes/Organisations/Agencies for conducting "Studies" on various subjects relating to Minorities also needs replacement.
5. National Commission for Minorities receives a number of requests, representation and complaints regarding deprivation of rights and safeguard of the Minorities from individuals, group, religious/caste associations, communities of Minorities, education institutions established address these issues it becomes necessary to undertake in-depth "Studies" so as to have a realistic assessment of the ground situation.
6. To strengthen and streamline the evaluation, monitoring, research activities, data collection and data analysis work in NCM, this Research & Study Framework is envisaged. It will guide the process of a robust research mechanism in NCM for data and evidence-based recommendations to policymakers. It will also replace existing SOP for engaging Institutes/Organisations/Agencies for conducting "Studies" on various subjects relating to Minorities

II. Mission Statement

7. The mission of the Research and Data Analysis Division(RADA) of the National Commission for Minorities is:-

- (i) to conduct rigorous and comprehensive evaluation, monitoring and research to understand the multifaceted issues affecting minority communities.
- (ii) through data-driven analysis and evidence-based insights, it aims to inform policy development, advocate for equitable solutions, and empower minority communities.
- (iii) its' committed to uphold the highest standards of ethical research, foster collaboration with diverse stakeholders, and ensure that research findings contribute to the social, economic, and cultural well-being of all minority groups in the nation.

III. Objective

8. The purpose of the Research and Analysis Division of NCM would be:-

- (i) Conduct in-depth evaluation, monitoring and research (collectively called study, hereinafter) s on minority communities for the NCM;
- (ii) Analyze policies affecting minorities and minority issues through the data available in various public forums and platforms and by collecting these through surveys or studies;
- (iii) Inform NCM about the suggested course of action that will enable it to make data driven and evidence based recommendations for policy/schematic reforms;
- (iv) Embed a National Clearing House as a repository of relevant minority related data in the NC.

IV. Scope

9. The Scope of the Research and Analysis Division of NCM would be:-

- (i) To conduct qualitative, quantitative, applied, action, correlational etc study
- (ii) The study could be field, survey or desk based.
- (iii) The study will primarily focus on education, health, economic status, social integration, and cultural preservation.

(iv) To use standardised system of Annual Planning, Committee on Approval of Research Projects, Research Advisory Committee and support of research institution/ agency to undertake such an study, validation etc for institutionalisation of this work.

(v) To establish a National Clearing House as a repository of relevant minority related data in the country with the help of technical support

V. Structure and Staffing

10. The NCM staffing has a provision for Research Officer, Research Investigators and Research assistants in its' organisational structure.

11. However, NCM Secretariat lacks a dedicated and a separate Research and Analysis Division. Establishing such a division would be a significant step towards more informed and evidence backed recommendation making for policy makers and advocacy with the stakeholders.

12. The Staffing of NCM is skeletal and inadequate for servicing present needs of carrying out studies, research or establishment of a National Clearing House. The available skeletal staff will be used for starting the unit and will be strengthened through additional sanction of the staff at the later stage by taking up the matter with Ministry of Minority Affairs and DoPT.

13. For now, external service providers will be used to support the working of the division. These will be of three types:-

(i) A service provider who will establish and manage the National Clearing House, it will have both digital/technical competency as well as data collection, collation and data analysis expertise.

(ii) A service provider who will provide research analysts to support framing of proposals, scrutinising and selection of agency.

(iii) Institutions/ Agencies that will undertake research on behalf of the NCM. Any other emergent need for research and analysis.

14. RADA within NCM will have following structure:-

- (i) Currently, both Research Investigator positions are vacant, to offset the hardships and environment of non-functionality in NCM arising out of the vacancies it is proposed :-
 - (a) to hire two research cum data analyst of TIER 1 firm from NICS.
 - (b) NICS will be approached through nomination route under GFR, for a period of 6 months extendable by another three months.
 - (c) the personnel should be with expertise in sociology, anthropology, law, and mandatorily data analysis.
 - (d) it will also help in further deepening the scope of work of the division
- (ii) At a later stage, the division will also undertake its capacity building with the help from establishment division. The trainings to be particularly targeted on research methodologies and analysis.

VI. Functions of RADA

15. Finalise Research Methodology

- (i) There will be one standing Study Advisory Committee (SAC) comprising Joint Secretary, 2 research expert (research methodology)- as nominated by the Commission and Research Officer as a Convener. It will be headed by the Vice Chairperson/member, as nominated by the chairman. The terms of reference of the RAC will interalia include :-
 - (a) conduct preliminary assessments to identify pressing issues facing minority communities;
 - (b) identify potential areas of Study;
 - (c) develop a strategic **Annual Study Plan** outlining specific evaluation, monitoring, research projects for each year;
 - (d) proposing the study agenda to the NCM;
 - (e) develop eligibility criterion for the selection of Study Institution/ Agency
 - (f) to provide input on the work of various Committees that are formed for the purpose of study/data analysis etc.

- (g) to offer its comments and advises on the concluded research along with any suggestions.
- (ii) SAC will be supported by two research cum data analyst of TIER 1 firm from NICSI for the time being
- (iii) For each study work a Technical Support Group(TSG) under the chair of Joint Secretary with 3 subject matter experts as nominated by the Chairman, will be constituted. The panel for subject matter experts may be suggested by the SAC. TSG It will take up the following tasks:-
 - (a) guide the intended study focus and methodologies;
 - (b) finalise the scope, need for Qualitative and Quantitative Methods including employing surveys, interviews, focus groups, and data analysis as well as eligibility required for carrying out such a study;
 - (c) thereafter the TSG will undertake selection of agency for carrying the study;
 - (d) monitor the timelines and finalisation of the study;
 - (e) undertake presentations and consultations with the Selected Agency; and
 - (f) recommend the finalised study to Standing SAC for putting up before the Commission.
- (iv) The RADA will endeavour to establish ethical standards for conducting research, with sensitivity and regard for minority communities.

16. Selecting Study Agency

- (i) For carrying the evaluation, monitoring, research or study will be through a transparent and Framework compliant method.
- (ii) Organisations that will be awarded to conduct evaluation, monitoring, studies, research on behalf of the Commission will be as under :-
 - (a) Central Government organization/agencies/autonomous bodies etc.;
 - (b) State Government organization/agencies/autonomous bodies etc.;
 - (c) Premier Academic Institutes/Agencies designated National Institute of Importance or top 50 of NIRF or top 10 of NIRF in the subject area in which research is being undertaken;

- (d) National/State Level NGOs/Associations/Federations/ Research Centres/ Think Tanks/ that have expertise and experience in the specified area of Study; and
 - (e) Agencies including private organisations that have expertise to undertake such a study and research.
- (iii) In order to attract the best possible expertise in the country in the specific areas of Study, NCM will invite offers by putting up on the NCM website a brief outline of the Studies proposed. NCM can also write to leading academic institutions/public bodies, inviting offers for the proposed studies. This action will be also satisfy the requirements of the GFR & Govt. instructions in ensuring necessary transparency. The offers will be in a format which will be specifically drawn by the TRG on the basis of Model Templates as finalized by the SAC and approved by the NCM Secretariat.
 - (iv) TSG will evaluate the offers and propose the agency that will undertake the work.
 - (v) The eligible selected research agency should have a team with adequate numbers of :-
 - (a) **Researchers:** Experts in social sciences, demography, and public policy. It includes supervisors, investigators, and assistants.
 - (b) **Analysts:** Skilled in data analysis and interpretation.
 - (c) **Support Staff:** Administrative and logistical support.
 - (vi) The RADA will establish ethical standards and ensure compliance with these standards for conducting research, ensuring the confidentiality and respect of minority communities.

17. Study Agenda and Planning

- (i) SAC will undertake Strategic Study Planning. This would be done by developing a study agenda that outlines short-term and long-term study priorities;
- (ii) These will then be put up for the approval of the Commission;

- (iii) On the basis of the capacity of RADA and priorities set by the NCM, the SAC will create an annual study plans with specific projects, timelines, and objectives;
- (iv) The Annual Study Plan will translate into specific research project initiated logistically by RADA; and
- (v) The final scoping, timelines, budget lines and selected agencies of the project will be informed to the Commission, as decided for each evaluation/monitoring or research.
- (vi) Broad timeframe required for completion of Study is to be indicated including time required for submission of reports during the various stages of the Study such as Inception Report, Draft/Interim Report, Final Reports etc.
- (vii) Schedule of payments will be clearly spelt out linking the same with well defined milestones of the Study.

18. Deepening of Collaboration and Partnerships

- (i) RADA will deepen collaboration and partnerships with community organizations, academic institutions, and international bodies for expanding research work.
- (ii) It will foster strong collaboration with internal divisions and government departments to align research with organizational goals.
- (iii) RADA will build external partnerships with academic institutions, research organizations, industry experts, NGO's/RBI/Bank/Community Organisations for using their advice and data. RADA will also collaborate with the departments of the Central/State Governments and also various government institutions to include subject matter of minorities in the researches they are undertaking. It will seek findings, data and recommendations of such to undertake partnerships for research activities.

19. Reporting and Dissemination Policy Integration

- (i) RADA will get the reports created, make policy briefs, and get academic papers developed to share study results with the Commission.

- (ii) After the approval of the NCM, it will share the findings with Information Division(NCM) and collaborate with them to organize workshops, seminars, and public forums to disseminate findings and gather feedback.
- (iii) After the report has been approved and adopted by the Commission, RADA will take necessary steps to inform concerned Central/ State Government Departments for Policymaking. RADA will ensure that research findings are integrated into policy development processes, as far as possible
- (iv) RADA through Information Division(NCM) will use research to support advocacy campaigns for minority rights and issues.

20. Monitoring and Evaluation

- (i) RAC will establish key performance indicators to measure the impact of research activities. These will be used by NCM for overall impact assessment
- (ii) NCM Secretariat will conduct regular reviews to conduct annual evaluations of the division's effectiveness and areas for improvement.

21. Funding and Resources

- (i) RADA through the General Administration Division of NCM will secure budget Allocation from government grants.
- (ii) RADA will also collaborate with the departments of the Central/State Governments and also various government institutions to include subject matter of minorities in the studies that are being undertaking by them. It will seek findings, data and recommendations of such a to undertake and partnerships for research activities.
- (iii) NCM Secretariat will develop resources for research, invest in necessary tools, technology, and training to enhance research capabilities.
- (iv) Schedule of payments will be clearly spelt out linking the same with well defined milestones of the Study. The payment schedule will be specifically mentioned in each study work order, along with timelines and deliverables. The model will depend on the organisational requirements and in certain cases where the Secretary may allow the payment schedule revision. In general, a template this may be used:-

- 20 % of the total amount will be paid after submission of inception report. Inception report will contain Background, Scope and Objectives of the "Studies", Approach and Methodology, Staffing, Sources of data collection, Deliverables etc.,
- 50 % of the total amount will be paid at the time of submission of Interim Report.
- 30 % of the total amount will be paid after acceptance of Final Report.

VII. Establish a National Clearing House for Data Collection and Management

22. The efficient and unfettered functioning of the NCM is contingent upon the availability of reliable information, analysis of the data and evidence backed suggestions. The scientifically arrived conclusions are imperative for the working of the NCM particularly, for the recommendations that it makes to the policy makers for the development of the Minorities. To do so there is a need to:-

- Develop Network for data:** Collaborate with universities, NGOs, government agencies, think tanks etc for data.
- Identify Data Sources:** Identify relevant data sources, including government reports, government databases, academic studies, and community surveys
- Data Management System:** Implement a secure system for data storage and retrieval, ensuring easy access for analysis.

23. To create, collect and manage data, establishing a National Clearinghouse for Minorities (NCHM) would be required. It involves creating a centralized hub for information, resources, and support related to minority communities. This NCHM can facilitate access to data, best practices, and policy recommendations. Salient features of the NCHM are envisaged as follows:-

- The purpose of the NCHM is to serve as a central hub for gathering, analyzing, and disseminating vital information that impacts minority communities.
- Its goal is to empower NCM and the Government through informed decision-making, policy development, and advocacy efforts.

- (iii) It aims to bridge knowledge gaps, promote social equity, and facilitate the integration of minority perspectives into national discourse by providing accessible, accurate, and comprehensive data.
- (iv) It would be committed to uphold the principles of inclusivity, transparency, and ethical standards in its operations, ensuring that the needs and voices of minority groups are at the forefront of its work.
- (v) It will focus on supporting minorities through information dissemination and resource sharing through RADA and Information Division of NCM.
- (vi) The key objectives would be to collect and curate data on minority issues, provide resources and best practices for policymakers and community organizations and foster collaboration among stakeholders.
- (vii) It will be started with the support of a service provider who will establish and manage the National Clearing House, it will comprise of both digital/technical competency as well as data analysis expertise.
- (viii) The Deputy Secretary will act as a Director of NCHM with RADA team responsible for strategy and oversight.
- (ix) The selected service provider will (SP) bring personnel with expertise in research, data management, communications, and community engagement.
 - (a) The SP will help in identifying key data sources, including government reports, academic studies, and community surveys.
 - (b) It will suggest and undertake creation of a user-friendly database that allows for easy access and navigation of resources and information.
 - (c) It will be responsible for website development which will be a comprehensive and accessible online platform where users can access resources, data, and tools.
 - (d) It will also prepare occasional papers, reports, briefs and share findings and best practices with RADA for onward dissemination
 - (e) Once it is consolidated it would undertake capacity building through training programs. It will suggest the training unit under Information Division(NCM)

to offer workshops and training sessions for community organizations on issues affecting minorities and how to leverage the clearinghouse's resources

- (f) It will develop Resource Guides to help individuals and organizations navigate opportunities, policy frameworks, and community engagement strategies.
- (g) NCH will undertake stakeholder engagement by building relationships with government agencies, NGOs, academic institutions, and minority organizations and also using RADA network.
- (h) The NCM will also create an advisory system with representatives from diverse minority communities, experts, MOMA etc to guide priorities and initiatives.
- (x) The findings of NCHM will help NCM to expand outreach and engagement through Information Division . The Information Division will :-
 - 1. Conduct community outreach to minority communities to raise awareness about the clearinghouse and its resources.
 - 2. Organise events, Forums, webinars, and conferences to facilitate dialogue and knowledge sharing among stakeholders.
- (xi) NCM at the time of selection of SP will create a Performance Metrics to establish indicators to assess the clearinghouse's effectiveness in serving minority communities. It will also develop feedback mechanisms, create channels for users to provide feedback on resources and services offered.
- (xii) Funding and Sustainability of NCHM it will be important, initially at a small level, a 3 year engagement can be planned. Budget Planning would be needed to hire a service provider that includes human resources, operational costs, and resource development. The funding source will be budgetary government grant.
- (xiii) NCHM and RADA will use data and insights gathered to inform NCM on policy development and advocate for minority rights. The NCM may advise to

undertake collaborative initiatives and consider working with the policymakers to address pressing issues faced by minority communities based on evidence from the NCHM.

24. The above salient features provides a roadmap for establishing a National Clearinghouse for Minorities, emphasizing the importance of data, collaboration with the government departments and organisation, and community engagement. By centralizing resources and information, the NCHM can play a crucial role in supporting minority communities and informing policy decisions. Regular evaluation and stakeholder involvement will ensure its efficacy.

ANNEXURE II

25. Modification of '**Paragraph 5 - Procedure for evaluation and monitoring**' in the NCM (Procedures and Processes) Regulations:1997 drafted in exercise of the powers conferred by section 8(2) of the NCM Act and adopted on 17th June 1997 was modified as follows vide Agenda No. ---- of 8th NVM meeting, 2024.

'Paragraph 5 - Procedure for evaluation and monitoring'

In terms of clauses(a) and (b) of section 9(1) of the Act, the Commission shall evaluate the progress of development of minorities and monitor the working of Constitutional safeguards for them inter-alia buy regularly, analysing, reviewing and expressing views on the following:-

- (a) legislations/ government rules/ regulations/ notifications/ orders, guidelines, etc relating to protection and safeguards of Minorities' rights and their implementation;
- (b) working of Prime Minister's ~~new~~ 15 Point Programme for the Minorities;
- (c) implementation of the schemes of MoMA such as PM VIKAS Education component, scholarship schemes, PM VIKAS skilling and training component; PM Jan Vikas Karyakram, PM VIKAS Leadership and Entrepreneurship component
- (d) flow of credit/ loans from Banks/ financial institutions to the Minorities;
- (e) implementation of schemes of National Minorities Development and Finance Corporation and of Central Government Ministries/Departments / Cells / Agencies / Committees, relating to the Minorities' interest and welfare;
- (f) schemes and work of state-level Minorities Commissions/ Boards / Minorities Finance and Development Corporations / Minority Welfare Departments et cetera;
- (g) studies and reports of of Government and other agencies including private ones working in respect of the socio-economic, cultural and educational rights of Minorities;

- (h) progress of the acceptance implementation of the Commissions on Reports/ Statutory Recommendations/ Suggestions and decisions;
- (i) media reports and relevant information received otherwise.”
- (j) All such evaluation and monitoring will be undertaken through scientific mechanism as provided in the Study Framework of the NCM adopted in the 8th meeting of NCM.

26. Modification of '**Paragraph 8 - Procedure for causing / conducting studies**-of the powers conferred by section 8(2) of the NCM Act and adopted on 17th June 1997 prescribing procedure for causing / conducting studies under Paragraph 8 which is as follows:-

“Paragraph 8 - Procedure for causing / conducting studies-

In terms of clauses(e) and (f) of section 9 (1) of the Act, the Commission may cause or conduct studies etc. by;

- (a) A transparent and an objective mechanism will be used for the awarding of the study by inviting proposals from eligible agencies/institutions/organisations etc. All such studies will be undertaken through scientific mechanism as provided in the Study Framework of the NCM adopted in 8th NCM meeting.
- (b) A standing Committee, Study Advisory Committee (SAC) will be formed to conduct preliminary assessments to identify pressing issues facing minority communities and identify potential areas of Study;
- (c) A strategic 3 year Study plan and **Annual Study Plan** outlining specific evaluation, monitoring, research projects for each year will be formed
- (d) The Technical Support Group will be formed for finalising eligibility criterion, scope, methodology, sample size, timelines and budget of each study
- (e) examining, adopting and taking up with the Government recommendations of any relevant study undertaken by any other institution/ organisation/ individual;

(f) arranging/ holding/ sponsoring/ collaborating in suitable conferences/ seminars/ symposia/ group discussions, etc. on problems/ matters falling in its jurisdiction.

(3) The measures which the Commission may decide to recommend on the basis of any such study/ seminar et cetera shall be conveyed to the concerned Government/ other authority in the form of Statutory Recommendations Suggestions herein above stated.