

राष्ट्रीय विज्ञान संग्रहालय परिषद  
National Council of Science Museums  
Block-GN, Sector-V, Bidhan Nagar  
कोलकाता/Kolkata-700 091

संख्या/No.I-11014/14/2022 /769

दिनांक/Dated: June 28, 2022

कार्यालय ज्ञापन /Office Memorandum

**Sub:** Storing of images, videos & other materials for publicity

Based on the recommendations made in the 166<sup>th</sup> meeting of the Directors' Committee of NCSM held on 8<sup>th</sup> June, 2022, it has been decided that all zones under NCSM shall store the images, videos & other materials for publicity of the museum/centre and the activities such as e-card etc. may be stored in digital form in a local Cloud space within three days of the activity of the museum/centre. Access to be given to the authorized official(s) in NCSM(Hqrs.) only to download the images and other materials as and when required.

This issues with the approval of DG, NCSM.

  
28/6/22

(S.K. Mishra)  
Secretary

To:

1. PPS to DG, NCSM
2. Director of all NCSM units
3. Sr. CoFA, NCSM
4. CoAs/Dy. CoAs of all NCSM units
5. SO(A), VITM, Bangalore
6. PRO, NCSM
7. Office copy