

GUIDELINES FOR GRANTING APPROVAL OF THE CENTRAL GOVERNMENT FOR EXCAVATION

01 **Complete information**

The applicants must supply complete information in proforma as prescribed. Proposals with incomplete information will be returned back to the applicants, after the preliminary scrutiny, indicating the missing information.

The applicant however can resubmit his proposal after including the missing information. If the complete information is not received before the meeting of the Standing Committee (SC) of the Central Advisory Board of Archaeology (CABA), the proposal would not be considered for approval.

02 **Proposals from institutions**

The application made on behalf of an institution, must be signed by the Head of the institution.

In case of universities, the proposal made by the Professors or any other individual and not signed by the Registrar of the University would not be considered for approval.

03 **Separate proposals**

Separate proposals must be submitted for excavations at different sites. Proposals mentioning more than one site would be summarily rejected.

04 **Location of the site**

Complete location and details of the site including name of ancient mound, name of locality – village/ town, taluka, district and state along with geo-coordinates should be mentioned. A proposal with sketchy location is liable to be summarily rejected.

05 **Previous exploration and excavation**

Excavation should be taken only if necessary and as the last step in the process of field study. It is, therefore, very important to study the site in detail using nondestructive methods, before carrying out excavation.

The importance of the site could be assessed by the nature of antiquities found in previous explorations and excavation. Excavation on the sites will not be permitted unless the potentiality of site is known earlier through detailed explorations or any excavation conducted earlier.

However, salvage excavation at any particular site in view of its disappearance or important findings, chance discoveries may be permitted

as exceptions.

06 **Purpose of excavation**

Every excavation should have specific purpose. If the purpose can be solved by other means without excavation priority should be accorded to them.

07 **Area of excavation**

No blanket permission to excavate in any area can be granted and it is essential that the area of excavation be clearly defined. The applicant should study the site in detail and decide the area of excavation before putting up the proposal. A detailed plan of the site showing in red outlines the extent of the proposed excavation or operation to be attached with the proposal.

08 **Duration of excavation**

For successful completion and achieving the goal of any excavation it is necessary that the excavation be planned in detail. Proposed duration of the excavation or operation and date of commencement of the excavation should be decided keeping the availability of funds, and other factors in view. Applicant should adhere to the time schedule mentioned in the proposal, unless there are unavoidable reasons to do so. In that case the applicant must inform the changed schedule to the authorities of Central Government as well as State Government in advance.

It will help in preparing a national calendar for excavations that will facilitate archaeologists, archaeological officers, researchers and students to visit various excavation sites.

09 **Funds for excavation**

Applicants not having sufficient funds to meet the required expenditure on the proposed excavation or operation will not be given approval for excavation. Besides fieldworks, sufficient funds should also be earmarked for preparation of excavation report.

Institutions having limited funds and undertaking number of excavations should be advised to concentrate their resources at lesser number of sites to carryout systematic work with detailed scientific study, such as absolute dating, study of flora and fauna, sample analysis, etc.

10 **Director of excavation**

Excavation at any site must be conducted under the direction of one Director, only.

The excavation will not be approved merely on the basis of the status of the Director. He must have enough experience to handle the excavation.

The Director of excavation must have participated in at least five excavations during a period of five years and during this period he should have actually worked in the excavations for not less than twelve months.

Except, under exceptional circumstances, which are to be recorded in writing, Director of the excavation should not be changed.

11 Equipments and staff

The applicant must have sufficient trained staff and instruments required for the proposed excavation. Applicants not having sufficient photographic, surveying and other equipments for the excavation and documentation will not be permitted to excavate.

12 Collaboration

Collaboration between various institutions specializing in various fields of archaeology and science should be encouraged. Role of various collaborative agencies should be well defined.

In case of collaboration with foreign agency, it would be the responsibility of Indian collaborator to ensure that the excavated material is kept in safe custody and the provisions of the Ancient Monuments and Archaeological Sites and Remains Act, 1958 are implemented.

No archaeological samples should be exported without the approval of the Director General, Archaeological Survey of India.

13 Publication of excavation reports

No excavation is complete till its report is published and made available to public. Publication of excavation report is the integral and the most important part of any excavation. It often takes long time in preparing drawings, analysis of finds and samples, description of antiquities, etc. An excavator must publish the report of his excavation within five years of completion of excavation.

Those who have not published / submitted complete report of excavation(s) conducted before five years will not be permitted to take up any other excavation till their previous report(s) are submitted / published.

Those (Director) who have excavated more than FIVE sites during last five years and have not submitted excavation reports will also not be permitted to take up any excavation on new sites, till the reports of their earlier excavations are completed.

Any applicant (individual as well as institution) who has excavated more than TEN sites in last three years and has not submitted a copy of their

detailed reports to the ASI will not be permitted to take up further excavation on new sites.

However, if necessary, only ongoing projects can be approved that too in such a way that no excavation at any particular site exceeds three seasons.

14 Excavations by the Director of excavation

Any approval not mentioning the details of the excavations carried out by the Director of excavation and the stage of publication of previous report(s) of excavation(s) taken up by the Director will not be approved.

15 Brief annual report

Every proposal must have the brief report on work(s) carried out by the applicant during the last season as per approved programme. This annual report must contain sufficient details of the works carried out, findings made, objectives of the excavation and the achievements, section and antiquity drawings, plan of the site showing the location and size of trenches, illustrations clearly showing the work done on the site, exposed structures and important findings. In case of the ongoing projects, the approval should be granted on the basis of the report only.

Proposals not including the brief report on the work(s) carried out by the applicant during the last season, as per approved programme, should not be approved.

16 Other relevant information

Any other relevant information furnished by the applicant may be considered for approval of the proposal.

17 Approval of the State Governments

Proposal for any excavation will not be considered for approval without the approval of the state government.

18 Recommendations to be recorded

All the proposals will be signed by the SC of the CABA and their recommendations and decisions will be recorded.

19 Decision to be conveyed

Decision of the Central Government should be conveyed to all the applicants.

20 Number of excavations

Any Director should not be allowed to take up more than TWO excavations in a field season.

Limited excavations would help in utilizing the staff, equipments and funds

to carryout systematic excavation with detailed analysis. This in turn would bring better results and help in faster preparation of reports.

21 **Explorations**

Despite over a century of systematic field studies many parts of the country remains unexplored. Institutions should be encouraged to take up explorations and discover archaeological sites rather than digging known ancient mounds.

Young archaeologists of the State Departments of Archaeology and research students working under experienced guides in recognized universities may also be allowed to take up systematic explorations as a part of their duty or approved research work.

Detailed reports on these explorations, discoveries and finds should be submitted as soon as the research project is completed.