

**Chaudhary Devi Lal University, Sirsa**  
(Established by the State Legislature Act 9 of 2003)  
**NATIONAL SERVICE SCHEME**



No. NSS/19/ 6832-6900

Dated: 12/7/19

To

The Principals of all affiliated colleges (Implementing NSS)  
Chaudhary Devi Lal University,  
Sirsa.  
Convener, NSS, UTDs,  
Chaudhary Devi Lal University,  
Sirsa.

**Sub: Implementation of decisions of NSS Committee of CDLU, Sirsa.**

Dear Sir/Madam,

It is submitted that the NSS Committee of CDLU, Sirsa in its meeting held on 11/06/2019 has decided some issues relating to NSS. The issues relating to your college/institution are as under:

- I. Considered and approved the rules and regulations and action plan for 2019-20 academic year.
  - I. NSS Programme Officers should ensure the submission of the list of the enrolled students to the Programme Coordinator, NSS, Chaudhary Devi Lal University, Sirsa, State NSS Officer, NSS, O/O Director Higher Education, Panchkula and Deputy Programmer Advisor/Regional Director, NSS, Regional Directorate of NSS, 15/11, Jamnagar House, New Delhi upto 15.10.2019. It should be kept in mind that while sending the list of enrolled students it should be clearly stated that how many students of SC/ST/OBC/BC/Minority/General Category and male/female have been enrolled. The list should also mention the phone number, Aadhar number and e-mail ID of the NSS volunteers. Programme officers will start the practice of doing SMS to all the volunteers for effectiveness on various occasions.
  - II. NSS Programme Officers will send quarterly report, half yearly report and the yearly report to Programme Coordinator, NSS, Ch. Devi Lal University, Sirsa, State NSS Officer, NSS, O/O Director Higher Education, Panchkula and Deputy Programmer Advisor/Regional Director, NSS, Regional Directorate of NSS, 15/11, Jamnagar House, New Delhi without any delay.
  - III. That atleast one 7 days NSS Camp be organized by each college/UTD NSS Unit in the adopted villages/slum area/locality and not in the college/UTD campus except during acute emergency. The Programme Coordinator is authorized to inspect the NSS Camp and other NSS activities conducted by the NSS Unit. Approval for organizing such a camp must be taken well in advance from Programme Coordinator, NSS. Special camp should preferably be organized during vacations or at any convenient time to be decided by the NSS Advisory Committee of the Institution. The 7 days NSS special camp should be organized of day and nights. However, keeping in view of safety the College/UTD NSS Unit may make night stay arrangement of NSS volunteers in the premises of the concerned institution or adopted village/slum area. There may be separate agenda on each day during special camp for seven days and the morning session may be academic and evening session may be skill learning. Efforts may be made for making interaction of NSS Volunteers through Bhajan Mandalies/documentary films under DPRO relating to female feticide. During seven-day special activity camp NSS volunteers in general and girl NSS volunteers in particular may be trained for activity like cooking, beauty parlor, handicrafts etc. Further, it was also

decided that advance intimation of holding of special camps for seven days should be sent by the concerned Programme Officer to State NSS Officer, NSS, O/O Director Higher Education, Panchkula and Deputy Programmer Advisor/Regional Director, NSS, Regional Directorate of NSS, 15/11, Jamnagar House, New Delhi. Moreover, as per manual there is need to attend one seven day and night camp to be eligible for merit certificate but in special circumstances NSS Volunteers may attend maximum two seven day and night camps. During seven day camps Efforts may be made for awareness of NSS Volunteers relating to Female Feticide, Beti Bachao-Beti Padao, Swachta, Cashless Society, Digital Literacy, Financial Literacy, Rain Water Harvesting and Road Safety Activities etc.

- IV. Nomination for IGNSS award may be sent as per rules upto 30th April every year and letter from Centre and State/Directorate should not be waited. Application in this regard may be downloaded through internet.
- V. To give more incentives to NSS Volunteers, the University will award the best NSS Volunteers and Programme Officers.
- VI. The literacy campaign be launched by the NSS units through the selected NSS Volunteers from each NSS unit so that the illiterates of different adopted villages/slum areas/ locality be literated. Principle of Each One, Teach One should be the guiding force. During literacy campaign effort should be made to create awareness about various schemes of government including financial aspects. NSS units to organize Environment Protection, CFL, Water conservation campaigns etc. NSS units to organize Health Awareness campaign focusing more on the HIV/AIDS Awareness so as the common people may become more aware about it. NSS Units be advised to organize blood donation camps/eye donation drive in their respective institutions. NSS Units should organize tree plantation campaign, anti polythene campaign, sanitation and personal hygiene campaign as well as awareness campaign against female feticide. All the NSS Programme Officers should take some effective steps to launch anti copying drive thus making the students mentally prepared for undertaking oath etc. to this effect that they will not indulge themselves in these unfair means.
- VII. The Programme Officers, NSS implementing NSS is advised to organize NSS activities as per the NSS Manual as per situation. As the NSS funds are provided out of public revenue, it is essential that Programme Officer should maintain the accounts as per standard accounting procedures and instructions issued from time to time. Programme officers of the units will ensure orientation of NSS volunteers under the NSS regular programmes.
- VIII. There must be transparency in the working of NSS and Principals/Convener UTDs – Programme Officers relation should be cordial as per the spirit of NSS. Principals of the colleges/Convener of the UTDs will motivate the Programme Officers for participation in National level programmes.
- IX. Every Programme Officer will send the list of NSS volunteers who has done excellent/extra ordinary work in NSS and will also send the list of NSS volunteers who has participated in Pre R.D, R.D, Mega Camp, NIC, Adventure Camp, Cultural Exchange Camp or any other National Level camps up to 5<sup>th</sup> April of every year to the Programme Coordinator, NSS, Chaudhary Devi Lal University, Sirsa, State NSS Officer, NSS, O/O Director Higher Education, Panchkula and Deputy Programmer Advisor/Regional Director, NSS, Regional Directorate of NSS, 15/11, Jamnagar House, New Delhi. Every College/UTD will ensure that the names of NSS volunteers who has done excellent/extra ordinary work in NSS will be displayed on the notice board and names of these NSS volunteers will be written in the College/Institution Magazine along with photographs.



- X. Every Programme Officer will ensure that NSS volunteers will know about the importance of helmet and they may be given training of the traffic rules and these trained NSS volunteers will aware the society during road safety week and they will aware the society by telling the datas regarding persons who die in road accidents and will motivate the society for safe driving. NSS volunteers should be provided opportunity for their personality development along with social service through NSS activities.
- XI. NSS volunteers should be motivated for participating in Pre R.D., R.D., Mega Camp, NIC, Adventure Camp, Cultural Exchange Camp or any other National Level camps. Programme officers of the respective units will maintain the list of best NSS volunteers for participation in national/international level programmes and send the list to the Programme Coordinator, NSS, Chaudhary Devi Lal University, Sirsa, State NSS Officer, NSS, O/O Director Higher Education, Panchkula and Deputy Programmer Advisor/Regional Director, NSS, Regional Directorate of NSS, 15/11, Jamnagar House, New Delhi up to 31st October, 2019. Programme Coordinator, NSS is authorized to send the names of volunteers, out of list received from Programme Officers, for various programmes as per his wisdom/discretion.
- XII. All the colleges/institutions may organize NSS activities out of NSS fees taken from students. Every Colleges/institution will organize any programme/workshop/function out of the fee collected from the students every year. The colleges/institutions may incur judicious expenditure out of fee collected from the students in the day and night camp also with prior permission from the directorate. However, at university level the expenditure will be incurred as per budget estimate of 2019-20 and competent authority of the university is authorized for giving administrative and financial sanction for incurring expenditure as per budget estimate.
- XIII. Expenditure out of NSS regular and special camping grant will be incurred as per already approved Performa.
- XIV. Every college/institution/UTD should fix a board relating to NSS in their college/institution/UTD campus.

2. Considered and approved the criteria for award of University Merit Certificate and it was decided that criteria and other conditions will be same as approved in the earlier meeting held on 17.05.2018.

For issuing Merit Certificate for the year 2018-19 the condition of **Focus on at least two-time blood donation and volunteers who are not eligible/capable to donate blood have to produce certificate in this regard from the Programme Officer of the unit** is relaxed in the interest of the student. Thus, for issuing the Merit Certificate 2018-19 there is requirement of any one of the following qualifying performances/participations: -

One who has donated blood at least TWICE or made at least five adult illiterates' literate (proof shall have to be countersigned by the Programme Officer along with the names, age & addresses of the so-called illiterates certified by Sarpanch/Municipal councilor)]. OR one who has done an exemplary act of bravery/courage by saving life in situations like drowning/fire/natural calamities/man-made calamities and awarded at the National Level, OR one who has participated in the Pre-R.D. camp/Republic Day Parade/NIC/Adventure Programme/Cultural Exchange Programme or any other programme organized by NSS Regional Centre, Delhi..

3. Discussed about the theme of the NSS Camps for the year 2019-20 and it was decided that the theme of the NSS Camps during academic session 2019-20 will be **Digital India and Youth**.
4. Discussed about utilization certificate and issues relating to NSS grant and it was decided that financial year from 1<sup>st</sup> April to 31<sup>st</sup> March should be strictly adhered and Programme Officers of respective units should send the utilization certificate as well as status of unutilized grant of regular activity and special camping programme to the Programme Coordinator, NSS,



Chaudhary Devi Lal University, Sirsa, State NSS Officer, O/O Director General Higher Education, Panchkula and Deputy Programmer Advisor/Regional Director, NSS, Regional Directorate of NSS, 15/11, Jamnagar House, New Delhi upto 10<sup>th</sup> April every year.

5. Discussed about the printing of annual report for NSS and it was decided that an annual report for 2018-19 may be got printed. For this purpose every college/institutions may be asked to provide detailed information (near about 4 pages) regarding NSS activities for 2018-19 (1st April to 31st March) with photographs (at least 5 best scanned photographs) upto 31<sup>st</sup> August, 2019.
6. Affiliated colleges including B.Ed. College may be asked to deposit the pending fee share of NSS for the previous years, if any, upto 31<sup>st</sup> August, 2019 without fine. The fee share of 2019-20 should be deposited by the colleges/institutions upto the last date of submission of Registration Return otherwise suitable fine may be imposed (to be decided by the Vice-Chancellor).

You are requested to kindly make a threadbare perusal of this letter for proper and timely compliance. Also circulate this letter among Programme Officer(s), NSS under your control. Please also send the email address and mobile no. of Programme Officer(s) along with their names.

Yours sincerely,

  
Programme Coordinator, NSS

Copy of the above is forwarded to the following:

1. Regional Director, Regional Directorate of NSS, 15/11 Jamnagar House, New Delhi.
2. State NSS Officer, O/o Director General Higher Education Haryana, Shiksha Sadan, Sector -05, Panchkula.
3. Programme Officers, NSS, UTD, CDLU, Sirsa
4. Accounts Officer, CDLU, Sirsa.
5. A.R.(Academic), CDLU, Sirsa
6. Incharge, University Website, CDLU, Sirsa with the request to upload the letter on university website.
7. PS to Vice-Chancellor for kind information of the Vice-Chancellor.
8. PA to Registrar for kind information of the Registrar.