

मुंबई विद्यापीठ



दूरध्वनी नं:—०२२—२२८७३६९६
वेबसाईट :— www.nssmu.org
राष्ट्रीय सेवा योजना विभाग,
विद्यापीठ विद्यार्थी भवन,
२ रा मजला, 'बी' रोड,
चर्चगेट, मुंबई — ४०० ०२०.

पत्र.क्र.रासेयो/९२९/२०१४—१५
दिनांक :— ०५.०३.२०१५

प्रति,
प्राचार्य,
राष्ट्रीय सेवा योजने अंतर्गत सर्व महाविद्यालय.

संदर्भ : 1) Letter No. NSS/ 881 /2014-2015 Dated 05.01.2015.
2) Letter No. NSS/907/2014-2015 Dated 24.02.2015.

विषय : सन २०१४—२०१५ या सत्रासाठी रा. से. योजना अंतर्गत नियमित व विशेष शिबिर कार्यक्रमाचे लेखे सादर करण्याच्या अंतिम तारखे बाबत....

मा. महोदय / महोदया,

वरील संदर्भा नुसार scrutiny व मूल्यांकन सत्राच्या पत्रात व जिल्हा/विभाग निहाय झालेल्या मूल्यांकन सत्रांच्या दरम्यान झालेल्या चर्चे प्रमाणे आपणांस कळविण्यात येते की, राष्ट्रीय सेवा योजना उपक्रमा अंतर्गत नियमित कार्यक्रम व विशेष शिबिर कार्यक्रमांचे परिष्कित लेखे योग्य त्या कागदपत्रा सहित दोन प्रति मध्ये विद्यापीठ राष्ट्रीय सेवा योजना विभागात सादर करावयाची अंतिम तारीख **सोमवार दिनांक ३०/०३/२०१५** निश्चित करण्यात आली आहे.

या पत्राद्वारे विनंती करण्यात येत आहे की आपल्या महाविद्यालयाच्या रा. से. योजना कार्यक्रम अधिकारी यांना रा. से. यो. नियमित व विशेष शिबिर कार्यक्रमाचे परिष्कित लेखे दिनांक ३०/०३/२०१५ तत्पुर्वी विद्यापीठ रा. से. यो. विभागात सादर करण्या संबंधी निर्देश देण्यात यावेत, हि विनंती.

धन्यवाद !

आपला विश्वासू

प्रा. बाबासाहेब स. बिडवे
कार्यक्रम समन्वयक, रा.से.यो. विभाग

DETAILS OF ENCLOSURE TO BE SUBMITTED ALONG WITH AUDITED STATEMENT

A- REGULAR NSS PROGRAMME AUDITED STATEMENT

1.	Proforma "A" in Marathi (Proforma-X)	:	All the column should be filled (as per the guidelines) with complete information in all respect in two copies. Signature of NSS Programme officer/s, Principal and chartered Account along with rubber stamp.
2.	Utilization certificate (Proforma-XI)	:	Proforma 'A' total amounts and Utilization certificate amount should be same and it should sign by the Charter Accountant with his rubber stamp and registration number. Date before 30st March, 2015
3.	Brief report (Proforma-XII)	:	As per Proforma
4.	120 hours list (Proforma-VI)	:	Xerox of certified list should be attached duly attested by the Principal with College seal.
5.	Enrolment list (Proforma-III)	:	Same as forwarded earlier to NSS Cell, if it is Xerox of original, it should be attested by Principal with College seal.
6.	Inventory of Articles purchased during the year (Proforma-XIII)	:	Inventory of articles purchased during the year such equipments, which can be used for a period of more than year. The entire item shown in this enclosure should be shown in the dead stock register. Stationary & other consumable item should not be shown in this Register.
7.	Dead stock (Proforma-XIV)	:	Dead stock should show the item of dead stock purchased from the inception of NSS unit in two copies, (including the item shown in the inventory of article purchased during the year) excluding the item which are written off in the college NSS advisory committee meeting

B- SPECIAL CAMPING PROGRAMME

1.	Proforma "B" in Marathi (Proforma-XVIII)	:	All the column should be filled (as per the guideline) with complete information in all respect in two copies.
2.	Utilization certificate (Proforma-XI)	:	Proforma 'B' total amount and Utilization certificates amount should be same and it should sign by Chartered accountant with his rubber stamp and registration number. Date before 30st March, 2015
3.	Brief report (Proforma-XII)	:	As per Proforma
4.	Attendance sheet (Proforma-XIX)	:	Every day attendance should be kept and all the participated volunteer, non-students & Teacher should be sign the attendance sheet for the 7days Special camp. Original copy of the attendance sheet should be enclosed with accounts. The Xerox should be attested by the College Principal with college seal.

NOTE :- All the documents should be sent in **duplicate** (in TWO COPIES) and Xerox copies should attested by College Principal with College seal.

FINANCIAL PATTERN – 2014-2015

REGULAR NSS PROGRAMME - Government Grants **Rs. 250/-** per Vol. for the year (as per enrolment)

Deduction at University for Administration	30	
Fund available for College NSS unit		220
Retain by University for Badges/Diaries/Others	10	
Out of Pocket allowance for NSS Programme Officers	48	
Establishment / Administration at College	10	
Programme Development Fund	152	

SPECIAL CAMPING PROGRAMME – Government Grant **Rs.450/-** per Vol. For Seven Days residential Camp (50% of enrolment)