

KIND ATTENTION: - NSS PROGRAMME OFFICER

Checklist of College NSS Units for the year 2012-13:-

- Submission of documents / 10 mark related documents to District Co-ordinator
- Collected of Certified list from University NSS Cell for award of 10 marks to the NSS Volunteers
- Submission of certified list in respect of University Examination to the University NSS Cell with Examination Seat Numbers (original two copies)
-University Examination e.g.TY BA/BSc/BCom/MA/MS/MCom I&II, etc
- Submission of Audited Statement of Accounts in two copies by 30.03.2013
 - Regular Programme-
 - Marathi अ Form
 - Utilization Certificate
 - Brief Report in format
 - Enrolment List
 - Certified list of Volunteers Completed 120 hrs
 - Inventory of Article purchased during year
 - Dead Stock
 - Special Camp
 - Marathi ब Form
 - Utilization Certificate
 - Brief Report in format
 - Attendance sheet of participants
- Submission of proposal for NSS Awards (circular & Format is on Web site)
– Volunteers / Programme Officer/ College NSS Unit
- Submission of Red Ribbon Club accounts sign by Principal & NSS PO...
 - Statement of accounts
 - Utilisation Certificate
 - List of RRC Members
 - Report of activity with photographs
- Engineering Colleges having NSS Units should co-ordinate with the NSS District Co-ordinator Sh. Royal D'souza (Mob.- 8087388136) for submission of Audited Statement of Accounts and 10 marks related documents

(Refer the NSS Web site for Formats of Accounts and Awards- www.nssmu.org)

All NSS District Co-ordinators / Area Co-ordinators should see that all the Colleges completed the above procedure/ documents of your Zone / District

Dr. Atul Salunke,
I/c, Programme Co-ordinator, NSS