

**UNIVERSITY OF CALICUT****Abstract**

National Service Scheme - Allotment of NSS Self Funded Units (SFU) and appointment of Programme Officers to the SFUs - sanctioned - Orders issued.

NSS Department

U.O.No. 12353/2020/Admn

Dated, Calicut University.P.O, 09.12.2020

Read:- 1. UO No.13510/2019/Admn dated 30.09.2020
 2. UO No. 6570/2020/Admn dated 13.07.2020
 3. Minutes of the meeting of the Scrutiny committee held on 23.07.2020 and 07.10.2020
 4. Letter of even no. dated 15.10.2020 to NSS Regional Director
 5. Letter F.No. 4-1/NSS/KER/SFU/2020-21/120 dated 11.11.2020
 6. Orders of the Vice Chancellor dated 7.12.2020.

ORDER

As per orders read (1) above, sanction was accorded by the Syndicate to start Self Financing NSS Units (SFU) under the NSS Cell of University of Calicut. Under this mechanism, any educational Institution meeting the eligibility conditions of the NSS, can set up an NSS unit provided they are willing to meet the expenses of running the unit on their own, without asking for funding support by the Government . NSS Regional Directorate is the competent authority to allot SFUs. Applications for Starting SFUs were invited from affiliated colleges, so as to submit the eligible applications to Regional Directorate for consideration.

As per orders read as (2) above, a committee was constituted to scrutinize the applications received from colleges. The committee resolved to submit 43 applications out of 49 applications recieved from colleges to NSS Regional Directorate for consideration as per paper read as (3) above. Accordingly 43 applications were forwarded to Regional Directorate vide reference cited (4) above.

The Regional Director as per letter referred (5) above, informed that out of the 43 applications received 24 institutions were considered by the competent authority as eligible, for starting NSS Self Funded Units with effect from 1.11.2020.

Considering the matter in detail, the Vice-Chancellor accorded sanction on 7.12.2020, to allot NSS Self Funded Units to 24 Institutions as detailed below, with the faculties recommended by the Principals as the Programme Officers mentioned against each institution with effect from 1.12.2020.

Sl No	Name of College	NSS SFU Code	Name of Programme Officer
1	Tharananellur Arts & Science College, Thrissur	NSS/SFU/UOC/TSR/1	Prabhashanker B
2	Sahrdaya College of Advanced Studies, Kodakara	NSS/SFU/UOC/TSR/2	Akhil Anto
3	Naipunnya Institute of Management and Information Technology, Koratty	NSS/SFU/UOC/TSR/3	Fredy Varghese

4	Nirmala College of Arts and Science, Meloor, Chalakudy	NSS/SFU/UOC/TSR/4	Sini Lijo
5	A M C Group of Institutions, Manissery	NSS/SFU/UOC/PKD/1	Sarala K T
6	Nethaji Memorial Arts & Science College, Nemmara	NSS/SFU/UOC/PKD/2	K Rajeena
7	Najath Arts & Science College, Nellippuzha	NSS/SFU/UOC/PKD/3	Nasar P
8	Le Ment College of Advanced Studies, Pattambi	NSS/SFU/UOC/PKD/4	Muhammed Ajmal N
9	Yuvakshethra Institute of Management Studies, Mundoor	NSS/SFU/UOC/PKD/5	Chandrasekar M
10	K S H M Arts & Science College, Edathanattukara	NSS/SFU/UOC/PKD/6	Ameerkhan M
11	Grace Valley College of Arts & Science, Kadampuzha	NSS/SFU/UOC/MPM/1	Sayed Anas K P
12	MSTM Arts & Science College, Perinthalmanna	NSS/SFU/UOC/MPM/2	Fahad Mon P
13	Moulana College of Arts , Science and Commerce, Chennara	NSS/SFU/UOC/MPM/3	Shanavas T
14	CPA College of Arts & Science, Puthanathani,	NSS/SFU/UOC/MPM/4	Mohammed Jabir C V
15	Panakkad Pookkoya Thanagal Memorial Arts & Science College, Cherur	NSS/SFU/UOC/MPM/5	Salmanul Faris C
16	MTM College of Arts, Science & Commerce Veliyancode	NSS/SFU/UOC/MPM/6	Asik N P
17	MES Arts and Science College, Perinthalmanna	NSS/SFU/UOC/MPM/7	Irshad A
18	Women's Islamiya Arts & Science College, Wandoor	NSS/SFU/UOC/MPM/8	Abdul Hameed K
19	J M College of Arts & Science (Women) Tirur	NSS/SFU/UOC/MPM/9	Subhashini K P
20	IKTM Arts & Science College, Cherukulamba	NSS/SFU/UOC/MPM/10	Fayiz Vilanchipulan
21	Co Operative Arts & Science College, Kurikkilad	NSS/SFU/UOC/CLT/1	Syamjith P
22	St. Xavier's College, Calicut	NSS/SFU/UOC/CLT/2	Johnson K S
23	Darunnujoom College of Arts & Science, Perambra	NSS/SFU/UOC/CLT/3	Saheed C K
24	Al Irshad Arts & Science College for Women, Thechiyad	NSS/SFU/UOC/CLT/4	Lijo Joseph

Accordingly sanction has been accorded to establish NSS Self Funded Units (SFU)s based on the following guidelines for working of SFU and conditions of Appointment of Programme Officers.

1.The Self Funded Units shall be commissioned to function during the Financial year 2020-2021

2. The Institution is advised to run the Self Funded Units as per the the Guidelines of Self Funded Units circulated by the Ministry of Youth Affairs and Sports Govt. of India and NSS Manual. Conduct of Programmes will be as per the direction of Regional Director NSS, Kerala, State NSS Officer, Kerala and NSS Programme Co-ordinator, National Service Scheme University of Calicut.

3. Performance of NSS Self Funded Units will be reviewed every year in the University level NSS Advisory Committee.
4. NSS Self Funded Units is allotted to an Institution for three years (ie. up to March 2023). Approval may be continued subject to satisfactory performance of NSS Regular and Special Camping Programmes and subject to recommendation of University Level Advisory Committee.
5. Institutions allotted with Self Funded Units are advised to enroll 50 volunteers for the year 2020-2021 from the first year students to start functioning. Another set of 50 volunteers shall be enrolled in next year (2021-2022), which makes Self Funded Units a full fledged NSS Unit with 100 volunteers. Maximum allocated strength of a Self Funded Unit is 100. Only students from the first year admission need to be enrolled to NSS. List of 50 volunteers enrolled to NSS Self Funded Units this year shall be submitted to NSS office via E-mail on or before **20.12.2020. (e-mail id nss@uoc.ac.in)**
6. The withdrawal of Self Funded Units from any institution entirely rests with the committee constituted for the purpose and on the recommendation of the University Level Advisory Committee.
7. Monitoring of the functioning of Self Funded Units will be governed by the NSS Cell of the University, State NSS cell and Regional Directorate of NSS.
8. Competent authority from NSS Cell of University and Regional Directorate to whom the Records / Registers and reports to be provided and extend all co-operation may visit the Institution which run the Self Funded Units for necessary assessment of the Unit.
9. NSS Self Funded Units will be provided with separate e-mail ids only from which all the communications to NSS Units shall be directed to NSS Office, University of Calicut.
10. An undertaking from the Head of the Institution shall be submitted to the effect that NSS Self Funded Units allotted shall abide by the terms and conditions in this regard and failing which the NSS Self Funded Units may be withdrawn at any point of time by the NSS Regional Directorate.
11. The Institutions setting up the Self Funded Units would need to raise necessary resources for the running of NSS unit on their own. Such Institutions could, if necessary, charge a nominal fee for NSS programme activities. Funds could also be mobilised through CSR activities of corporate sector. Funds could be mobilised from any other legitimate source as well. Such institutions shall follow the financial norms and accounting procedures of NSS, as applicable to other NSS units.
12. Head of the institution having Self Funded Units shall remit an amount of Rs. 30/- (Rupees Thirty only) per volunteer to Calicut University Fund towards administrative expenses as specified in the NSS Manual. This shall be remitted to CUF along with submission of Enrolment list every year. Head of account to which payments shall be done will be informed as and when received from Finance Department.

13. A Unit level Advisory Committee with Head of the institution as Chairman, NSS Programme Officer as Convener and staff members, teachers and representative from Adopted village(preferably local body member) shall be constituted, to implement and monitor activities at Unit level.

14. Registers for enrolment, Account maintenance, Regular Programme and Special Camp shall be kept in office and shall be produced as and when required by the competent authority.

15. Appointment of Programme Officer will be for a period of three years from the date of appointment.

16. The newly appointed Programme Officer should undergo mandatory Training from Empanelled Training Institute (ETI) within one year of appointment.

17. The Programme Officer who do not undergo training from Empanelled Training Institute (ETI) within one year and continue in the post are not eligible for allowances.

18. If the Programme Officer wish to be relieved before the end of the three-year period, one month prior notice shall be given to this office, routed through the Principal.

19. The Programme Officers are requested to adhere to the rules and regulations of the NSS Manual.

20. Principals are requested to appoint an Assistant Programme Officer (preferably female faculty members for the convenience of female volunteers, as and when requested by them) .

Orders are issued accordingly.

Sheela Ramani L S

Assistant Registrar

To

The Principals of Colleges concerned.

Copy to : NSS Regional Director / State NSS Officer, Kerala /
PS to VC / PA to Registrar / PA to FO /
Finance / Scrutiny Committee Members / PRO /
NSS District Co-ordinators /SF.

Forwarded / By Order

Section Officer