

UNIVERSITY OF MUMBAI  
NATIONAL SERVICE SCHEME



Web site- [www.nssmu.org.in](http://www.nssmu.org.in)  
Tel. - 2287 3696  
Vidyapeeth Vidyarthi Bhavan,  
2<sup>nd</sup> Floor, 'B' Road, Churchgate,  
Mumbai – 400 020.  
No. NSS/ 802 /2017-2018.  
Date – 12.02.2018

To,  
The Principal,  
.....

**Sub:- Submission of NSS Regular & Special Camp reports & Scrutiny of 10 marks document**

**Dear Sir / Madam,**

The academic year 2017-2018 is nearing to an end and it is time for the Evaluation of Work. This year we have decided to hold Scrutiny of 10 marks documents and Evaluation Session separately. The venue & date of scrutiny and submission of documents are as follows:

**SCRUTINY OF 10 MARKS DOCUMENTS: -**

For the conveniences and speedy work, scrutiny of 10 marks documents will be conducted at District / Zone level. The respective NSS District Co-ordinator will decide the date & venue for the scrutiny of 10 marks document for the convenience of the College NSS Unit. The College NSS Unit is expected to present the NSS activity report on POWER POINT presentation at the time of scrutiny of the documents.

You are requested to depute NSS Programme Officer/s to submit the documents & give the **power point presentation** as per below.

Venue :- .....  
on ..... at ..... Incomplete documents will not be accepted. You are also requested to make it sure that all the documents must submitted on the date allotted to your College NSS Unit. District Co-ordinator of respective District is incharge for the centre.

NSS Programme Officers are requested to read carefully the enclosed guidelines related to 10 marks before filling documents. The list of the documents to be submitted at scrutiny as fallows.

- This due to some technical problem NSS Work Diary & Badges not printed; instead of Diary three page formats is prepared in A-4 size. The Page 1, having information of Student and Special Camp, Page 2, having details of Regular activities/ project and Page 3, is WORK RECORD CARD. After verification at District Level keep this document at College for record.
- Certified List in triplicate as per proforma with consolidated report of completing 120 hrs (strictly as per attached format & Guideline only)
- Undertaking by the Principal for certified list & NSS Awards.
- Performa-V claiming benefit of 10 marks to the Ex.-NSS Volunteer.
- Xerox copy of the Special Camp attendance duly attested by Principal.
- Yearly report and **Swachh Bharat Mission** report as per format
- Blood Donation Camp details of the Colleges
- Descriptive report of Regular NSS activities & Special Camp along with few action photographs & news paper clipping, if any
- List of the volunteer completing 240 hours and one Special Camp for the certificates.

You are requested to depute NSS Programme Officers positively as per above details. Expect your co-operation.

With regards,

Yours sincerely,

Prof. B.S.Bidve  
NSS Programme Co-ordinator.

Note: 1) Pl. submit the Regular Programme and Special Camp audited statement with all related documents in duplicate on or **before 28<sup>th</sup> March, 2018.**