

UNIVERSITY OF MUMBAI
NATIONAL SERVICE SCHEME



Web site- www.nssmu.org
Tel. / Fax- 2287 3696
Vidyapeeth Vidyarthi Bhavan,
2nd Floor, 'B' Road, Churchgate,
Mumbai – 400 020.
No. NSS/ 1189 /2013-2014.
Date : 05.02.2014

To,
The Principal,
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Sub:- Submission of NSS Regular & Special Camp reports & Scrutiny of 10 marks documents...

Dear Sir/Madam,

The academic year 2013-2014 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 evaluation session 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. The **half page** report to be submitted to District Co-ordinator for University Annual Report

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

Venue :-

on from 10.00 a.m. 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 area is incharge for this centre.

NSS Programme Officers are requested to read carefully the **NSS Manual** for all the guidelines related to 10 marks before filling documents.

- Work Record Card **should be kept in College for record** (page no. 20, 21 of NSS Volunteers work diary)
- Certified List in triplicate as per proforma with consolidated report of completing 120 hrs.(page no. 30 & 31 of Manual)
- Undertaking by the Principal for certified list & NSS Awards (page no. 47 of Manual)
- Performa V claiming benefit of 10 marks to the Ex.-NSS Volunteer. (manual page no. 29)
- Report on Preparation of **Note Book** and **Save Energy** Project with authentic documents
- Report of Red Ribbon Club- HIV/AIDS Awareness Programme & Disaster Management
- Yearly report as per format in Manual .(page no. 51 & 52 of Manual)
- Descriptive report of Regular NSS activities & Special Camp along with few action photographs & news paper clipping
- List of the volunteer completing 240 hours and one Special Camp for the certificates.
(All formats are available in NSS Manual and also in NSS Website www.nssmu.org.)

You are requested to depute all 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 and special camp audited statement with all related documents in duplicate on or **before 30th March, 2014.**