

ANNA UNIVERSITY : NSS AWARD : 2017-18

PROFORMA FOR RECOMMENDING NSS UNIT

Region: Chennai/Coimbatore/Madurai/Trichy/Tirunelveli

1.	Name of the College with full address, Telephone No	:				
2.	Name of the Principal	:				
3.	No of units functioning in the College	:				
4.	Name of the programme Officers with Designation	:				
5.	Name of the adopted villages with full address	:				
6.	Strength of NSS Volunteers for the year 2015-2016	:				
	Strength of NSS Volunteers for the year 2016-2017	:				
7.	No. of Advisory Meetings conducted in the year (attach the minutes of the latest meetings)	:				
8.	No. of Orientation/ Training provided to the volunteers (Enclose the details of training given).	:				
9.	No. Of activities carried out by the NSS unit in regular activities with detailed report (attach detailed report , action photos, paper clippings etc. during the last two years).	:				
10.	Details of special camps conducted	:	Year	Camp Date	adopted village	No. of Volunteers
			16-17			
			17-18			
11.	No. of the activities and assets created in the adopted village during special camp (attach report, invitation, action photos, paper clippings appreciation letters and monetary value of assets created etc. during the last two special camps).	:				
12.	Whether the basic technical training to village rural youth has been given (attach trade wise list of beneficiaries and report with action photos).	:	Yes / No			
13.	No. of the activities on Career Guidance / Leadership/ Soft Skills/ EDP/etc. (Enclose the details)	:				
14.	No. of the activities on Disaster Management / First Aid-Training Road Safety / Other programmes and seminars. (Enclose the details)	:				
15.	No. of the activities on university level special programmes. (Enclose the details)	:				
16.	No. of programmes sponsored by other agencies including state / central Govt. (Enclose the details)	:				
17.	Recommendation from the principal with office seal.	:				

Eligibility:

The Institution must not have received this award earlier.

Note:

Completed Performa with all the supporting documents should reach the NSS Coordinator, Anna University, Chennai-25 on or before **29.06.18**

ANNA UNIVERSITY : NSS AWARD - 2017-18
PROFORMA FOR RECOMMENDING NSS PROGRAMME OFFICER

Region: Chennai/Coimbatore/Madurai/Trichy/Tirunelveli

1.	Name of the Institution with full address Telephone No.	:			Photo
2.	Name of the Principal	:			
3.	Name of the programme Officer	:			
4.	Sex	:			
5.	Date of Birth	:			
6.	Community	:			
7.	Residential address with Telephone No. and Mobile No.	:	Tel.No. :	Mobile No.:	
8.	Educational Qualifications.	:			
9.	Date of Joining as NSS programme Officer (Attach a certificate)	:			
10.	Whether the programme Officer trained Course at ETI (Attach copy of certificate).	:	Yes / No		
11.	Number of Units functioning in the Institution.	:			
12.	Allocation / actual Enrolment of NSS volunteers of the Unit belong to the NSS programme Officer (in the last two years).	:	year	Allocation	Enrolment
			16-17		
			17-18		
13.	Details of special camps conducted in the last two years.	:	year	No of Vol.	Date of Camp
			16-17		
			17-18		
14.	Name of the adopted village and contact persons in the village with Telephone Number.	:			
15.	Whether the college level NSS Advisory Committee conducted. (Attach copy of the latest minutes).	:	Yes / No		
16.	Durable Assets created for past 2 years and other achievements, if any (attach separate sheet).	:	Yes / No		
17.	Whether the programme Officer received any Award or any appreciation etc (attach supporting documents & photo).	:	Yes / No		
18.	Whether the programme Officer conducted orientations classes to volunteers (List the topics).	:	Yes / No		
19.	Regularity in submission of Quarterly, half Yearly, Annual and Self-Evaluation Report to the university.	:	Yes / No		
20.	Whether the programme Officer submitted Audit Statements (Regular & camp) to university in time.	:	Yes / No		
21.	Whether the programme Officer maintain all Registers / Records (please enclose the list of Registers / Records actually available at the college).	:	Yes / No		
22.	No of university level Work-shops seminars attended /organized by the programme Officer.	:			
23.	Whether he/she has ever been convicted by any court of law or any case is pending against him/her.	:	Yes / No		
24.	Recommendation of the principal with signature and office seal. (Attach separate sheet).	:	Certified that this college nominates one Programme Officer alone.		

Eligibility:

1. An NSS Programme Officer must have completed three years of service as Programme Officer
2. He /She should not have received this award last year.
3. He / She must have conducted at least two special camping programme.
4. He / She should be the trained Programme Officer
5. **Each college can nominate maximum of one Programme Officer alone.**

Note:

Completed Performa with all the supporting documents should reach the NSS Coordinator, Anna University, Chennai-25 **on or before 29.06.18.**

ANNA UNIVERSITY : NSS AWARD : 2017-2018
PROFORMA FOR RECOMMENDING NSS VOLUNTEER

Region: Chennai/Coimbatore/Madurai/Trichy/Tirunelveli

1.	Name of the Institution with full address Telephone No.	:		Photo
2.	Name of the Volunteer (in block letters initial at the end).	:		
3.	sex	:	Male /Female	
4.	Date of Birth	:		
5.	Community	:		
6.	Contact Address with Telephone No. and Mobile No.	:		
7.	Father's Name	:		
8.	Course of Study & branch.	:		
9.	Period of NSS Volunteer ship.		From	To
10.	Whether Volunteer has done outstanding work under Regular Activities for the past two years (Attach separate sheet).	:	Yes / No	
11.	Whether Volunteer Work dairy in support of 240hrs. Of work (enclose)	:	Yes / No	
12.	Detail of Special Camp attended. a. Theme b. Venue of the Camp c. Date of the Camp	:		
13.	Whether Volunteer has done outstanding work in the Special Camp (Attach separate sheet).	:	Yes / No	
14.	Whether the Volunteer has participated in university State/ national level Programmes.	:	Yes / No	
15.	Details of other Award /Appreciations received by the volunteer, if any (attach supporting documents & photo).	:	Yes / No	
16.	Salient features of the Volunteer high-lighting leadership qualities and other initiatives to motivate other youth in successful conduct of the community Development Programmes by NSS Programme Officer with Signature (Attach separate sheet).	:		
17.	Whether he/she has ever been convicted by any court of law or any case is pending against him/her.	:	Yes / No	
18.	Recommendation of the Programme Officer with signature and office seal.(Attach separate sheet).	:		
19.	Counter Signed by Principal with Office Seal	:	Certified that this college nominates maximum of one Boy and one Girl Volunteer alone.	

Eligibility:

1. An NSS Volunteer must have completed two years of service in the college as volunteer
2. He /She should not have received this award last year.
3. He / She must have attended at least one special camping programme.
4. Achievements of volunteer alone should to be highlighted with action photo and reports.
5. **Each college can nominate maximum of one boy and one Girl Volunteer alone.**

Note:

Completed Performa with all the supporting documents should reach the NSS Coordinator, Anna University, Chennai-25 **on or before 29.06.18**