



COUNCIL OF HIGHER SECONDARY EDUCATION:ODISHA.
NATIONAL SERVICE SCHEME BUREAU
PLOT NO. C/2, SAMANTAPUR, BHUBANESWAR : 751013
Tel.No.0674-2301152 e-mail: nsschseo1983@gmail.com



OFFICE ORDER

No.NSS-05/2024 652 /CHSE,Dt. 16/11/2024

In pursuance of Govt. of Odisha, Department of Higher Education Letter No.37175 /HE, Dt.21/09/2024, read with this Bureau sanction order No.629 dt.05.11.2024, grant has already been released for Organization of 03 Days District Level Youth Leadership Camp as per the details indicated below which may kindly be verified at your end and confirmed.

Sl. No.	Name of organizing H.S.School, tentative duration and Venue of the camp & No. of participants.	Budget break-up.	Bank details & amount released on 12.11.2024.
1	Jyoti Vikash H.S.School, Bhainsa, At/Po:Bhainsa, P.S:Patnagarh-767048, Dist:Balangir. (29.11.2024 to 01.12.2024) Participants – 110.	Lodging & Boarding , 110 @ 250/- x 3 days= Rs.82,500/- , Travelling Allowance as per actuals – Rs.15,000/- , Registration Kit (Pen, Pad, Folders, etc) 110 @ 100/- = Rs.11,000/-, Remuneration to Resource Persons 10 person x Rs.1000/- =Rs.10,000/-,Certificate @ prizes –Rs.5000/- , Stage, Sound, Photography, Banner, Documentation, Drinking Water etc. Rs.20,000/-, Contingency-Rs.3000/-	Utkal Gramya Bank, S.B.Account No. 12054007460, IFSC- SBIN0RRUKGB Branch- Bhainsa Branch Code-54 Rs.1,46,500/-
2	Bahanaga H.S.School, Bahanaga, At/Po:Bahanaga-756042, Dist:Balasore (30.11.2024 to 02.12.2024) Participants – 110.	-Do-	UCO Bank, S.B.Account No. 08600100003917, IFSC-UCBA0000860 Branch Code- 860 Branch-Bahanaga. Rs.1,46,500/-
3	Berhampur H.S.School, Berhampur, At/Po: Raj- Berhampur-756058. Dist:Balasore (14.12.2024 to 16.12.2024),Participants - 110	-Do-	Punjab National Bank, S.B.Account No. 1101010102382, IFSC- PUNB0110120, Berhampur Branch Rs.1,46,500/-
4	Maa Sarada Devi H.S.School, Kothar, At/Po:Kothar – 756118,Dist:Bhadrak (14.12.2024 to 16.12.2024),Participants - 110	-Do-	Canara Bank, S.B.Account No. 4924101009298 IFSC- CNRB0004924 Kothar Branch. Rs.1,46,500/-
5	Ramachandra Kalpana H.S.School ,Prakruti Vihar,Po:Kamaguru-752021, Dist:Khurda (07.12.2024 to 09.12.2024),Participants - 110	-Do-	State Bank of India S.B.Account No. 11439928086 IFSC-SBIN0008213 Kamaguru Branch, Branch Code- 8213 Rs.1,46,500/-

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Sl. No.	Name of organizing H.S.School, tentative duration and Venue of the camp & No. of participants.	Budget break-up	Bank details & amount released on 12.11.2024.
6	Sunabeda Women's H.S.School, Sunabeda-763003, Dist:Koraput (06.12.2024 to 08.12.2024).Participants - 110	Lodging & Boarding , 110 @ 250/- x 3 days= Rs.82,500/- , Travelling Allowance as per actuals – Rs.15,000/- , Registration Kit (Pen, Pad, Folders, etc) 110 @ 100/- = Rs.11,000/-, Remuneration to Resource Persons 10 person x Rs.1000/- =Rs.10,000/-,Certificate @ prizes –Rs.5000/- , Stage, Sound, Photography, Banner, Documentation, Drinking Water etc. Rs.20,000/-, Contingency-Rs.3000/-	Indian Bank S.B.Account No. 20635663809 IFSC- IDIB000S788, Sunabeda Branch Branch Code- 5211 Rs.1,46,500/-
7	Vikash Higher Secondary School, Sasan, Dist:Sambalpur-768200 (28.12.2024 to 30.12.2024),Participants - 110	-Do-	State Bank of India, S.B.Account No.34675789016 IFSC- SBIN0012079 Ainthapali Branch Rs.1,46,500/-

Therefore, Principals and Programme Officers of respective institutions are hereby requested to incur the expenditure strictly without any deviation as per the budget break up reflected in column No.03. Further, they are informed to keep all the original bills and vouchers at HSS level. The camp guidelines (Annexure-I) as circulated by State NSS Cell be followed strictly. After completion of the camp a detailed report to this Bureau, State NSS Cell & Regional Directorate of NSS be furnished with the following enclosures.

- i) Brief report of the camp (3/4 page only).
- ii) Detail list of Resource Persons & Topics discussed.
- iii) Details list of Prize winners.
- iv) 8/10 Action photographs.
- v) One edited 5 minutes video of entire camp.
- vi) Statement of Expenditure (No bills & vouchers required).

The unspent balance may please be refunded to this Bureau S.B. Account No.626002010001157 , Union Bank of India, Samantapur Branch, Bhubaneswar, IFSC Code No.UBIN0562602. IMPORTANT: -ORIGINAL INK SIGN UTILIZATION CERTIFICATE BE SUBMITTED TO THE NSS BUREAU.

The receipt of this office order along with enclosures may please be acknowledged.

Encl: As above

Yours faithfully
16/11/24
Programme Coordinator, NSS

Memo No. 653 /CHSE, Dt. 16/11/2024

Copy forwarded to :

- 1) Principals, Programme Officers of all the 07 Institutions for information & necessary action.
- 2) SNO-Cum-Dy.Secy.to Govt., Deptt. of Higher Education, Govt. of Odisha, Bhubaneswar-751001 for kind information.
- 3) Regional Director, Regional Directorate of NSS, Govt. of India, 30 Kharavela Nagar, Bhubaneswar-751001 for kind information.
- 4) DPOs, ADPOs of concerned districts for information.
- 5) Concerned Institution file.
- 6) Guardfile NSS for record and reference.

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16/11/24
Programme Coordinator, NSS



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Mob:9040827352 e-mail: nsschseo1983@gmail.com



SANCTION ORDER

No.NSS-05/2024 629 /CHSE,Dt. 05.11.2024

In pursuance of Govt. of Odisha, Department of Higher Education letter No.37175 Dt.21.09.2024, sanction is hereby accorded to for the release of an amount of Rs.10,25,500/- @ Rs.1,46,500/- per H.S.School towards organization of District Level Youth Leadership Camps as per the details indicated below.

Sl. No.	Name of organizing H.S.School, tentative duration and Venue of the camp & No. of participants.	Budget break-up
1	Jyoti Vikash H.S.School, Bhainsa, At/Po:Bhainsa, P.S:Patnagarh-767048, Dist:Balangir. (29.11.2024 to 01.12.2024) Participants - 110	Lodging & Boarding , 110 @ 250/- x 3 days= Rs.82,500/- , Travelling Allowance as per actuals – Rs.15,000/- , Registration Kit (Pen, Pad, Folders, etc) 110 @ 100/- = Rs.11,000/-, Remuneration to Resource Persons 10 person x Rs.1000/- =Rs.10,000/-,Certificate @ prizes –Rs.5000/- , Stage, Sound, Photography, Banner, Documentation, Drinking Water etc. Rs.20,000/-, Contingency-Rs.3000/-
2	Bahanaga H.S.School, Bahanaga, At/Po:Bahanaga-756042,Dist:Balasore (30.11.2024 to 02.12.2024) Participants - 110	-Do-
3	Berhampur H.S.School, Berhampur, At/Po: Raj- Berhampur-756058. Dist:Balasore (14.12.2024 to 16.12.2024),Participants - 110	-Do-
4	Maa Sarada Devi H.S.School, Kothar, At/Po:Kothar – 756118,Dist:Bhadrak (14.12.2024 to 16.12.2024),Participants - 110	-Do-
5	Ramachandra Kalpana H.S.School ,Prakruti Vihar,Po:Kamaguru-752021, Dist:Khurda (07.12.2024 to 09.12.2024),Participants - 110	-Do-
6	Sunabeda Women's H.S.School, Sunabeda-763003, Dist:Koraput (06.12.2024 to 08.12.2024).Participants - 110	-Do-
7	Vikash Higher Secondary School, Sasan, Dist:Sambalpur-768200 (28.12.2024 to 30.12.2024),Participants - 110	-Do-

This amount can be met out of the available balance of Social Service Fees account of NSS Bureau for the year-2024-25.

By Order of the Chairman

Programme Coordinator,NSS.

Memo No. 630 /CHSE,Dt. 05.11.2024

Copy forwarded to Section Officer, NSS Bureau, CHSE(O) for information and remittance of Rs.10,25,500/- @ Rs.1,46,500/- per H.S.School at the earliest to their Old NSS S.B.Account / Principals of all 07 H.S.Schools for information and necessary action. They are requested to organize the DLYLP camp by following Govt. of Odisha, Department of Higher Education guidelines issued vide Govt. letter No.53190 dt.26.12.2022 and enclosed herewith / Programme Officers of respective organizing H.S.Schools for information & necessary action / SNO-Cum-Dy.Secy.to Govt., Deptt. Of Higher Education, Govt. of Odisha, Bhubaneswar with reference to Govt. letter No. 37175 Dt.21.09.2024 for information & necessary action/ Regional Director, Regional Directorate of NSS, Govt. of India, 30 Kharavela Nagar, Bhubaneswar-1 for kind information / DPOs, ADPOs of respective districts for information & necessary action/ Concerned Institution file / Guardfile NSS for record and reference.

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Programme Coordinator,NSS.

Camp Guidelines:-

1. The camps shall be district level / Inter University level only.
2. Normal Classes of the organising college should not be disrupted during the camp period.
3. Programme shall be fixed with prefixing or suffixing one or two holidays/ Sunday.
4. Standard food, participation certificate, Registration Kit alongwith TA shall be provided to participants.
5. Various competitions (minimum 5 events) shall be conducted among the volunteers.
6. The Programme Coordinator shall see that the concerned Volunteer or Officer should attend only one such programme. So that many volunteers covering all colleges shall avail the opportunity.
7. **Topics for learning sessions :-**

Sl. No	Topic	Sl. No	Topic
1	NSS : Basic concept	6	Social Media : Use & Misuse
2	Volunteerism through NSS	7	Career Counseling
3	Youth leadership	8	*
4	Tabacco Free Campus	9	*
5	Road Safety	10	*

* The topics to be decided by the organising team.

8. Report Submission:-

- a) 1st day report by 12.30 PM- Copy of Registrations Sheet to be mailed to State NSS Cell (statenssccllodisha@gmail.com), NSS RD (nssbbsr@gmail.com) and concerned Bureau as per the format mentioned below.

Sl. No	Name of Volunteer/ PO	College / H.S School Name	District	Class (only for vol.)	Mobile No.	Signature

Signature of PO

with date

Signature of Principal/ Head

with date

- b) Final Report within 7 days after closing of the camp.

- i) Brief report of the camp (3/4 page only).
- ii) Detail list of Resource Persons & Topics of discussion.
- iii) Details list of Prize winners.
- iv) 8/10 Action photographs.
- v) One edited 5 minutes video of entire camp.
- vi) Statement of Expenditure (No bills & vouchers required)
- vii) Refund of balance amount if any – The balance amount shall be refunded to respective Programme Coordinator.

N.B – After receipt of all camp reports, the Programme Coordinators shall submit the consolidated UC to Government latest by 15 April, 2023.

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26-12-2022