



**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR**  
**ANANTAPUR – 515 002 (A.P) INDIA**  
**NSS CELL**



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**Sub:-JNTUA NSS CELL- University Level NSS Programme Officers Planning, Training & Review Meeting at Jawaharlal Nehru Technological University, Anantapur on 23rd December, 2023 and submission of NSS reports.-Reg.**

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As per the discussion with Higher Authorities and State NSS Officer It has been decided to hold a One Day University Level Planning, Training and Review Meeting with all the NSS Programme Officers at Jawaharlal Nehru Technological University Anantapur, on 23rd December, 2023 to review the progress of NSS Programmes of all the Universities

During the meeting the following agenda will be discussed in detail and appropriate decisions will be taken. In this connection, you are requested to come prepared with all necessary documents to make the discussions fruitful.

All the NSS Programme Officers are requested to submit the below mentioned reports from your office:-

1. Utilization Certificates for the years, 2019-20, 2020-21 and 2021-22
2. 1<sup>st</sup> Half Yearly, 3<sup>rd</sup> Quarter report on NSS Activities during 2021-2022 & 2022-2023.
3. Details of Special Camps organized during 2021-22 & 2022-2023 in the prescribed format.
4. Acknowledgement of NSS Grants received for the year 2021-22 & 2022-2023.
5. 16 Pages Audit Report (GFR Format) upto 31.03.2023 (Year 2021-2022; 2022-2023) – If pending submit the report to this office immediately.
6. Details of Self Financing Units of your College.
7. List of participants (Volunteers & PO's) in various activities Like NICs, NYF, Adventure Camps, Mega Camps, Pre-RD, RD etc., in the year 2021-22 and 2022-23.
8. NSS Volunteers Data from Each College from the year 2020 to till date in the Prescribed Format.
9. NSS Units Data from Each University in the Prescribed Format.

10.NSS Annual Reports of Regular Activities and Special Camping Programs in the year 2019-2020; 2020-21; 2022-2023

11.Brief report on Success Stories and Best practices during 2020-21, 2021-22 and 2022-2023 along with photographs and press clippings of the activity (before and after).

In this connection, you are requested to submit all the related information on the above agenda points to the NSS CELL JNTUA, well in advance of the meeting on or before 19<sup>th</sup> December 2023.

Hence you are requested to attend the meeting at 9.00 AM on 23<sup>rd</sup> December 2023 and submit the above mentioned information (Hard Copies) from your office to the NSS Cell JNTUA.

The participants can meet the TA& DA from their respective NSS Units funds as an administrative expenditure.

Since this is an important meeting you are requested to make it convenient and attend the meeting without fail. Attending the Programme may be considered as ONDUTY to the programme Officers.

Thanking you.

NSS Coordinator

