

**NATIONAL SERVICE SCHEME MANUAL  
(REVISED)**

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## **PART – II**

### **NSS PROGRAMMES AND ACTIVITIES**

#### **Chapter 1 : BASIC CONCEPTS AND COMPONENTS**

1. The National Service Scheme was started to establish a meaningful linkage between the campus and the community. Mahatma Gandhi, the Father of the Nation, had recognized that the country could not progress in a desired direction until the student youth were motivated to work for the upliftment of the villages/community. For Gandhiji the villages, where majority of the population lived, represent the country i.e. India. Therefore, for the national reconstruction and national resurgence it was deemed fit that the students and teachers should be properly sensitized and utilized for strengthening the Indian society as a whole with particular emphasis on rural community. Therefore, student youth, teachers and the community are considered the three basic components of the National Service Scheme.

#### **NSS Programme Officer**

1.1 The Programme Officer, who is a member of the teaching faculty provides necessary leadership to the youth/NSS students. The teacher/NSS programme officer has the professional knowledge and skills. He/she is also a representative of the school/college and the educated elite and knows the needs and aspirations of student youth. Further he/she is expected to be a role model of the values and the norms of the institution and the society as a whole. Therefore, he/she is the fittest person to provide necessary lead to the students in developing their personality through community service. In fact the Programme Officer is a friend, philosopher and guide to the students in achieving this goal.

#### **NSS Volunteer**

1.2 The NSS volunteer, who is a college/+2 level student is the main beneficiary of the programme by way of development of his/her perception about the community, his/her skill to perform certain jobs, and develop quality of a leader, organiser, and an administrator and development of his/her personality as a whole. Through NSS, he/she gets opportunities to see the community closely and thus gets an experience of human nature in relation to his/her environment. This is how the NSS programme aims to make NSS student youth better citizens through “Development of their personality through Community Service”.

#### **Community**

1.3 The community provides NSS volunteer the first hand knowledge of living conditions of masses to the NSS volunteers and thus, the process of mutual learning starts. The interaction of community with students and teachers while on one hand enrich the personality of student volunteers and on the other hand help the community to improve its living conditions.

## Aims of NSS Programmes/Activities

- 1.4 The operational aim of NSS is to integrate the three basic components of the programme. NSS programme should provide a variety of learning experiences which must develop a sense of participation, service and achievement among the volunteers. The activities should aim at the following:-
- (i) making education more relevant to the present situation to meet the felt needs of the community and supplement the education of the university/college students by bringing them face to face with the rural situation;
  - (ii) Providing opportunities to the students to play their role in planning and executing development projects which would not only help in creating durable community assets in rural areas and urban slums but also results in the improvement of quality of life of the economically and socially weaker sections of the community;
  - (iii) Encouraging students and non-students to work together along with the adults in rural areas;
  - (iv) Developing qualities of leadership by discovering the latent potential among the campers, both students as well as local youth (Rural and Urban), with a view to involve them more intimately in the development programme and also to ensure proper maintenance of the assets created during the camps;
  - (v) Emphasizing dignity of labour and self-help and the need for combining physical work with intellectual pursuits;
  - (vi) Encouraging youth to participate enthusiastically in the process of national development and promote national integration, through corporate living and cooperative action.

While undertaking these activities, each NSS unit should envisage its programmes/activities aimed at instilling discipline, building character, promotion of physical fitness and development of culture.

## Classification of NSS Programme

- 1.5 NSS activities have been divided in two major groups. These are regular NSS activities and special camping programme –
- (a) Regular NSS Activity: Under this, students undertake various programmes in the adopted villages, college/school campuses and urban slums during week ends or after college hours;
  - (b) Special Camping Programme: Under this, camps of 10 days duration are organised in adopted villages or urban slums during vacations with some specific projects by involving local communities. 50% NSS volunteers are expected to participate in these camps. Special Camping programme under NSS has been dealt with in Part III in detail.
- 1.6 NSS Regular Activities: As stated above, NSS volunteers undertake various activities in adopted villages and slums for community service. Duration of these

services is 120 hours. The NSS units organise the regular activities as detailed below:

- (i) Orientation of NSS volunteers: To get the NSS volunteers acquainted with the basics of NSS programmes, 20 hours are allocated for their orientation through lectures, discussions, field visits and audio-visuals etc.
- (ii) Campus Work: The NSS volunteers may be involved in the projects undertaken for the benefit of the institution and students concerned. Such projects cover development of play grounds, laying of gardens, tree plantation in the premises, awareness programmes on drug-abuse, AIDS, population education and other projects. The NSS volunteers may work on campus projects for not exceeding 30 hours in a year;
- (iii) The remaining 70 hours will be utilized for community service on the projects in adopted villages/urban slums independently or in collaboration with others in this field, as detailed below:
  - (a) Institutional work: The students may be placed with selected voluntary organisations working for the welfare of women, children, aged and disabled outside the campus.
  - (b) Rural Project: The rural projects generally include the working of NSS volunteers in adopted villages for eradication of illiteracy, watershed management and wasteland development, agricultural operations, health, nutrition, hygiene, sanitation, mother and child care, family life education, gender justice, development of rural cooperatives, savings drives, construction of rural roads, campaign against social evils etc.
  - © Urban Projects: In addition to rural projects other include adult education, welfare of slum dwellers, training in civil defence, traffic control, setting up first-aid posts, work in hospitals, orphanages, destitute home, environment, population education, drug, AIDS awareness, and income generation projects etc. Professional and technical institutions having NSS may have to design appropriate programmes for the community based on the needs.
  - (d) Natural calamities & National Emergencies: The NSS units are expected to utilize the services of NSS volunteers at the time of natural calamities and national emergencies for mobilizing public support and rendering necessary assistance to the authorities in rescue, relief and rehabilitation. In such emergencies and calamities the Programme Officers are expected to take the initiative and offer the services of the NSS units and its volunteers to assist the administration. For further details please see page No.23 of the Manual.
  - (e) National Days and Celebrations: The National Service Scheme programmes also include the celebration of National days. The purpose of such a provision is to celebrate such occasions in a befitting manner. List

of important days and weeks to be celebrated at institutional level are given in Annexure-I.

- 1.7 National Programmes: In the development perspective of any nation, certain programmes assumes special relevance in view of problems existing or anticipated. In our country, three such programmes have been launched. They are the Mass Programme of Functional Literacy, AIDS Awareness Programme and Sustainable Development with emphasis on Watershed Management & Wasteland Development. It is pertinent to mention here that NSS Volunteers have come forward with zeal to make these programmes a great success.



## **CHAPTER - 2 : NSS PROGRAMMES AND ACTIVITIES**

### **NSS Regular activities in Adopted Villages, Slums and with Voluntary Organisations**

NSS volunteers generally work with villages, slums and voluntary agencies to complete 120 hours of regular activities during an academic year. The aim of NSS volunteers in these areas has already been discussed in the previous chapter. As per the fundamental principles of National Service Scheme, a volunteer is expected to remain in constant touch with the community. Hence, it is of vital importance that a particular village/slum is selected for implementation of NSS programmes. As the NSS volunteer is to live with the members of the community and learn from their experience during his/her tenure in NSS, the village/slum should be carefully selected for adoption by NSS unit.

#### **1. Adoption of Villages**

- 1.1 Adoption of a village and area is a very meaningful programme in NSS. It is far better to concentrate attention on one village and take up the task for development perspective, than to fritter away energy in many locations involving too many activities which may not be completed at all or where the follow up action may not be possible. From this point of view, village adoption programme should ensure continuity of work vis-à-vis sustained action, evaluation and follow up work.

#### **Contacting Village/Area Leaders**

- 1.2 As a first step in this programme, it is necessary to establish contact with more than one village which would help to select a village where 'Leadership' is well established. In other words, selecting a village with proper leadership is very important as the sustained follow up action and evaluation is ensured in such places. To start with, the NSS unit can take the help of the Block Authorities, District Panchayat Officer, District Tribal Welfare Officer, District Medical Officer, Extension Officer of Agriculture, Irrigation and Education Departments for the selection of the village. It is to be noted that the selected villages should be within a short distance from the college so that constant contact can easily be made.

#### **Survey of the Village/Area**

- 1.3 Before drawing up the plan of action, it is absolutely necessary to conduct a comprehensive survey of few villages situated at a short distance from the college. The assistance from the teachers and students of agriculture, economics, commerce, geography, statistics, home science, social work, medicine, psychology and education etc. have to be sought for the purpose. Conducting socio-economic survey can be an interesting field activity which has direct bearing on the curriculum of economics, commerce, statistics, psychology, health education etc. The report of such a survey will provide up-to-date information about the problems and potentials of the village and help in programme planning for village development. The applied field work will help the students to increase their analytical ability and deepen their thinking. Further, this will

help them to identify the problems which have been left unnoticed. The survey work can also be accomplished with the help of PRA exercises (Participatory Rural Appraisal)

### **Identification of Problem(s)**

- 1.4 It is on the basis of this need assessment that projects/programmes are to be formulated. The programme officers should use their discretion and should identify the projects which can be completed by seeking assistance from the communities/other agencies.
- 1.5 As the aim of adoption of village or area is to give new ideas of development to the villagers which would improve their living conditions. Once the trust of the communities is won, they start cooperating with the NSS volunteers and approach them for solution of their problems. One of the important service that can be rendered by NSS volunteers is disseminating information about the latest developments in agriculture, watershed management, wastelands development, non-conventional energy, low cost housing, sanitation, nutrition and personal hygiene, schemes for skill development, income generation, government schemes, legal aid, consumer protection and allied field. A liaison between government and other development agencies like Banks, IRDP, ICDS, NREP, DWCRA, JRY etc. can also be made.
- 1.6 The Programme Officers (PO) should motivate the communities to involve themselves with NSS for the community development work undertaken by the NSS unit. Further he or she will have to seek the help of various government departments and agencies for technical advice and financial assistance. Therefore, he/she must establish lathes good rapport with the government officials and development agencies. For this, it is better if the administration is taken into confidence by prior consultations.

### **Completion of Projects**

- 1.7 As already stated, the Programme Officer must select the projects very carefully as the image of NSS depends upon the successful completion of such projects. Successful completion of the projects can win appreciation and credit of the community.

### **Evaluation of Project**

- 1.8 Every project should be evaluated after its completion by involving members of the community, Government officials and Panchayat officials. The NSS unit should learn from the lapses in the execution of the project and plan for the next project keeping in view the bottlenecks and constraints faced by them during the earlier project.

## **2. Adoption of Slums**

Most of the colleges and universities are usually located in the urban areas. Due to long distance between the college campuses and the villages, the visits to the adopted villages by the NSS volunteers may become expensive and time consuming. In view of this, it is desirable to adopt slum especially by colleges located in urban areas.

### **Survey of the Slum**

- 2.1 For adoption of a slum, there should be composite survey team consisting of students drawn from faculties like, Arts, Science, Engineering, Medicine, Home Science and Social Work etc. The selected areas should be compact and should be easily accessible for students. Areas with acute political conflicts may be avoided.
- 2.2 The issues pertaining to the identification of problems, project planning, interaction and coordination with the various departmental agencies, execution and completion of projects shall be undertaken on the same basis/lines as discussed earlier in the part 'Adoption of Villages'. The progress of projects should also be reviewed frequently.

### **Services in Slums**

- 2.3 The slum, tenements, jhuggis and jhoupri can be adopted by the NSS units with the aim of slum improvement and check its spread. Under this, activities like providing water, water logging, sanitation, electricity, drainage, health and welfare services, life and living conditions, can be undertaken.

### **NSS volunteers for Slum Work**

- 2.4 Taking into account the living conditions & status of slum dwellers of the slums, only highly motivated, adaptable, mature and skilled students should be selected for slum development.
- 2.5 Following are the tasks which the students can undertaken in slum areas:-
  - (a) As Community Investigators: They can prepare brief community profile on various slums in the city or town covering different amenities, services, and living conditions etc.
  - (b) As Community Workers: They can identify local leaders and in cooperation with them discuss local problems on which cooperative action can be initiated.
  - © As Programme Aides: Students can help the local communities in launching a number of programmes like setting up a free milk distribution centre, sanitation drive, recreation, adult lad primary education, health projects like immunization, first aid centre, child care, nutrition classes, and free legal aid centres etc. They can also help in forming youth clubs, children's groups, mahila mandals etc.
- (d) As Community Organizers: NSS students, after establishing rapport with the slum dwellers, can form community association to tackle local problems on a group basis with reliance on local resources, self help and mutual aid and with some minimum external assistance.

### **2.6 Some suggestions for Selection of slums**

- (i) There should be a socio-economic survey of the slum by a team of volunteers drawn from different faculties;
- (ii) The selected area should be compact. There should not be more than 300 residents in an adopted slum;

- (iii) The community people should be receptive to the ideas of improving their living standard. They should also be ready to coordinate and involve in the projects undertaken by the NSS for their upliftment;
- (iv) The areas where political conflicts are likely to arise should be avoided by the NSS units;
- (v) The area should be easily accessible to the NSS volunteers to undertake frequent visits to slums;
- (vi) The working in the slum needs commitment and hard work. Only sensitive and highly motivated NSS volunteers can find easy to serve in slum areas.

### 3. **Coordination with Voluntary Organisations**

It may be noted that the NSS unit has no financial resource to implement any programme in the adopted villages or slum on its own. Therefore, a successful unit has to closely coordinate with the government agencies and voluntary organisations working in this field.

3.1 After identification of the needs of the community and the selection of projects, the programme officer should look for the Government agency or a voluntary organisation who can assist in the completion of a particular project. The different departments of the Government like forest, agriculture, adult education, health, child and family welfare, can render very useful assistance to the project pertaining to community work. Voluntary organisations can also help in forming public opinion in favour of NSS projects. Adult education samitis, Nasha Bandi Boards, Yuva Mandals and Mahila Mandals can provide additional assistance to the NSS units. Similarly voluntary land statutory welfare agencies such as Community Centres, Residential Institutions for children/women, the Aged and Institutions for physically handicapped and disabled can provide a wide scope of the choice of service to the NSS volunteers. NSS volunteers can be placed with these agencies considering the inherent aptitudes and inclinations of NSS volunteers. NSS volunteers must be told to develop a sense of belonging and respect for the people with whom they are working. Working in close collaboration with these agencies will help the NSS volunteers in understanding the problems of a vulnerable section of the society. The work opportunities in the welfare institutions may be enumerated as under:-

- (i) adoption of welfare institutions and helping the inmates and staff by arranging outings, fund collection drives, reading and writing letters for those who are unable to do so;
- (ii) propagation of the message of small family norms, health education, small savings drives etc;
- (iii) working for improvement of physical environment;
- (iv) programme of non-formal education and general literacy classes;
- (v) organisation of economic development activities;
- (vi) establishment of hobby centres and
- (vii) assisting in the rehabilitation work of the disabled, destitute etc.

In addition, NSS units and welfare agencies can take up joint community development projects and other programmes of community welfare and awareness depending on the local needs.

- 3.2 The NSS Programme Officers should plan activities in the adopted village or slum in such a way that the leisure time of the NSS volunteers can be utilized in the service of adopted village or slum. Week-end visits to the adopted areas provide suitable opportunities to live with the community and know their problems and make an earnest effort to do something for them. Similarly efforts should be made to follow up the work done in the areas earlier. Such sustained efforts will flower into friendship between the NSS unit and the community. These activities can be arranged through one day camps and frequent visits under regular activities.

#### **4. National Service Volunteer Scheme (NSVS)**

This scheme provides opportunities for outstanding Ex-NSS volunteers to undertake service oriented activities on a full time basis.

- 4.1 The placement of the volunteers is made with the university Programme Coordinators, colleges or institutions having NSS units. The NSS volunteers assist the concerned authorities in field work and projects concerning youth and community. They cannot be employed on any clerical or office work. The NSVs is given a stipend of Rs. 500/- per month, and a traveling allowance of Rs. 200/- per month and Rs. 100 as annual contingency expenditure. Selection of NSVs is made by a Committee constituted for this purpose. The placement of volunteer is for a period of one year initially which can be extended for another year subject to assessment of his/her performance. The stipend including traveling allowance and contingency expenditure is borne by the Department of Youth Affairs & Sports
- 4.2 The Department of Youth Affairs & sports has published pamphlets on youth programmes. These pamphlets may be obtained from the Under Secretary, Publication Unit, Department of Youth Affairs & Sports, Shastri Bhawan, New Delhi-110001 or from NSS Regional Centres and Nehru Yuva Kendras.
- 4.3 The Department of Youth & Sports does not entertain proposals regarding any youth programmes directly from the sponsor. These proposals are processed at initial stage by the NSS Regional Centres in their respective region. Therefore, it is desirable that the Regional Centres are approached for detailed information for preparing such proposal in consultation with the Programme Coordinator of the University.
- 4.4 The authorities concerned with National Service Scheme sincerely desire that the benefit of these programmes should reach the NSS volunteers who are the target groups of these programmes.

#### **5. Day Camps**

Some universities have informed that NSS volunteers fail to complete the prescribed 120 hours in social work under NSS programme due to disturbance caused to academic session. It was therefore suggested that NSS units may be allowed to organize day camps to complete the prescribed 120 hours of NSS regular work. These camps of 8 hours

duration may be organised on week ends and holidays. They may do the community work for 16 hours in 2 consecutive days. Expenditure not exceeding Rs. 8/- per head per day may be incurred towards refreshment and transport expenses out of college/+2 level NSS regular activity grants meant for the development of programme. Such camps can be organised selectively when felt necessary in consultation with the Principals of the Institutions.