

COUNCIL OF HIGHER SECONDARY EDUCATION:ODISHA.  
**NATIONAL SERVICE SCHEME BUREAU.**  
PLOT NO.C/2,SAMANTAPUR,BHUBANESWAR:751013.  
TEL.FAX.0674-2301152,Website- <http://ori.nic.in/chseonss>

No.NSS 122 /CHSE,Dt. 16.03.2015

From  
Dr. Ananta Kishore Jena, O.E.S-I  
Programme Coordinator,NSS.

**Last date: 15.04.2015**

To  
The Principals of all the institutions having NSS Unit(s).

**Sub:- Submission of Reports & Returns for the year-2014-15 and Proposals for the year -2015-16.**

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to inform you to submit the following reports & returns pertaining to the NSS matters / activities of your NSS unit for the year-2014-15 and Regular, Special Camping Programme proposal for the year-2015-16 in the prescribed proformas to be downloaded from the NSS Bureau Website- <http://ori.nic.in/chseonss> latest by **15<sup>th</sup> April-2015** positively.

1. Annual Report -2014-15(Annexure-A )
2. Application for release of Out of Pocket Allowance-2014-15 (Annexure-C)
3. Utilization Certificate for 2014-15 & Proposal for Regular grant for -2015-16 (Annexure-D )
4. Nomination for NSS Awards - Nominations, if any in prescribed proforma as per guidelines available in the Website for selection of best NSS unit/ Programme Officer / Male & Female Volunteer CHSE/State NSS Award / Indira Gandhi NSS Award for the year 2014-15.
5. Project Proposal for organization of Special Camping Programme during -2015-16 (Annexure-E)

**SPECIAL CAMP SCHEDULE- 2015-16.**

(One of the scheduled dates to be proposed for special camp as per convenience)

Duration			
1	2	3	4
21.07.2015 to 27.07.2015 Rath Yatra & Bahuda Yatra	25.10.2015 to 31.10.2015	24.12.2015 to 30.12.2015	20.01.2016 to 26.01.2016

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6. The volunteers enrolment list for the session-2015-16 to be submitted immediately after completion of admission for the academic session-2015-16 or by end of August-2015 (Annexure-F).

**In case any unit fails to submit above report/ returns by 15.04.2015 and volunteer enrolment list for the session-2015-16 by 31.08.15 it will be presumed by the NSS Bureau, CHSE, Odisha that the concerned institution is no more interested to continue the NSS unit & activities in their institution. Accordingly the NSS unit of the concerned institution shall be withdrawn and allotted to other desirous institution under intimation to the Govt. in Department of Higher Education, Odisha & Director, Higher Education, Odisha, Bhubaneswar.**

Further, you are requested to verify at your level whether the "Social Service Fees" for the years- 2010-11, 2011-12 @ Rs.5/- and for the years-2012-13, 2013-14 & 2014-15 @ Rs.10/- per student at the time of admission into + 2 1<sup>st</sup> class has been remitted to the NSS Bureau or not. If not remitted so far you are requested to kindly remit the same at the earliest in favour of **Secretary, CHSE(O) through NEFT/RTGS to the SB Account No.626002010001157, Union Bank of India, Samantapur Branch, IFSC Code – UBIN 0562602, MICR Code – 751026012** as per the letters issued earlier. If remitted the year-wise details may be submitted for compliance.

Yours faithfully.

*AR* 16/03/15  
Programme Coordinator,  
NSS Bureau, CHSE (O),  
Bhubaneswar

123 (5)  
Memo No. \_\_\_\_\_/CHSE, Dt. 16.03.2015

Copy forwarded to S.L.O-Cum-Dy.Secy.to Govt.,Deptt. Of Higher Education,Odisha, Bhubaneswar-1/ Head of Office, NSS Regional Centre, Govt. of India, Kalinga Stadium,Bhubaneswar-751012 for favour of information & necessary action/Special Camping Programme file /Regular Camping Programme grant file / Guard file NSS for record & reference.

*AR* 16/03/15  
Programme Coordinator,  
NSS Bureau, CHSE (O),  
Bhubaneswar