



नेहरु युवा केन्द्र संगठन

Nehru Yuva Kendra Sangathan

स्वायत्तशासी संस्था
युवा कार्यक्रम एवं खेल मंत्रालय
भारत सरकार

*an Autonomous Body under the
Ministry of Youth Affairs & Sports
Government of India*

साथ साथ
कल की ओर...



Ref No. NYKS/NPYAD-NIC/2019-20/13 (F.M. 3SS)

Date: 08.08.2019

From: Dr. M. P. Gupta, Director (Programme), NYKS, HQ, Delhi

To: Concerned State Directors, Nehru Yuva Kendra Sangathan (As per list Annexure-1)

Sub: Guidelines and other details for organizing National Integration Camps under NPYAD for the year 2019-20.

Madam/Sir,

1. The Ministry of Youth Affairs & Sports vide its sanction letter No. G-12011/15/2017-NPYAD dated 07.03.2019 has sanctioned 23 National Integration Camps for the year 2018-19 which has been carried forward to 2019-20. **An amount of @ Rs. 12,00,000/- per camp for organizing a camp will be released on submission of Plan of Implementation to NYKS, Hqrs.**
2. Please find enclosed herewith the budget break up at Annexure II, Budgetary Guidelines at Annexure III, the Operational Guidelines at Annexure IV, Suggestive Programme Schedule at Annexure V, Suggestive Daily Routine at Annexure VI, Format for preparing Plan of Implementation at Annexure VII, Invitation Form at Annexure VIII, Reporting Format at Annexure IX and Feedback Form at Annexure X, Expectations of the participants at annexure XI and Feedback of the participants at the end of the programme at Annexure-XII. Format for preparing final report is placed at Annexure-XIII.
3. Awareness about National Flagship Programme of Government of India for Financial and Social inclusion should be created during the camp.(for more details please see the enclosed guidelines).
4. You are requested to ask to concerned DYCs to strictly adhere to the guidelines for the organization of National Integration Camp.
5. Schedule of Camps should be planned in rational manner and scope for inspection, visits & surprise visits should be incorporated in the programme. Vigilance compliance must be ensured.

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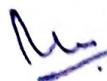
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Ground Floor, 4 Jeevan Deep Building, Parliament Street, New Delhi-110001
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6. **All SDs must send dates and Plan of Implementation of National Integration Camps in attached format (Form - VII) so as to reach HQ. NYKS, Delhi well in advance before commencement of the programme within 10 days of receipt of the guidelines. It would facilitate extending invitation to officials and dignitaries to visit the programme. It should be noted that the implementation of NIC should be completed by 31st March, 2020.**
7. Inviting the participants of National Integration Camps will be the prime responsibility of the host SD/District Youth Coordinator (DYC). He/She will confirm the participation of the participating Kendras.
 - a. It will be the duty of each SD to see that the host Kendras have invited participating Kendras at the earliest, and the confirmations are received immediately.
8. The participants should be selected immediately after Plan of Implementation is final and it should be shared with respective State Directors. The youth who had an opportunity to participate in or another outstation special programmes and NIC during previous years shall not be considered for selection.
9. **Youth from Saansad Adarsh Grams may be given opportunity to participate in the National Integration Camps.**
10. Interaction Session with participant about their **expectations from the programme, on their arrival and feedback session with participant about their feedback from the programme on their departure should positively be organised. Video-Clipping of both the session is mandatory** which should be shared with NYKS Hqtrs. with the report. The forms of the same are at Annexure - XI & XII.
11. For mobilising support and resources, local units of NCC are coordinated for this programme. NSS volunteers should also be involved during the camp as per their suitability.
12. To make the programme more transparent, responsive, vigilant and effective, local public Representatives viz. Hon'ble Ministers, MPs, MLAs, PRI members; all three Hon'ble Vice Chairpersons and Members BOG, NYKS, eminent personalities from difference walks of life, State Govt. and Districts Administration's Officers; Chairpersons and Members of SACYP and DACYP and others with whom NYKs have been collaborating, should be invited on different occasions during the camp. Their remarks about the camp should be taken in Visitor's Book.

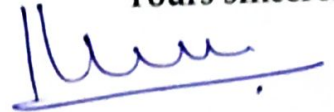
13. Electronic and Print Media should be invited for wider coverage of the programme.
14. The required funds are being released to concerned PAO NYKS through RTGS for immediate release to concerned State Offices and Kendras. .
15. Funds should be utilized strictly accordingly to the budget breakup attached with this letter. There should not be any diversion. Even inter head diversion is not permitted. Settlement of accounts will be on the basis of actual expenditure or maximum admissible amount within the head, which ever would be the less. If number of participants will be less then boarding and lodging and other expenditure amount will be deducted accordingly.
16. Transparency and probity in utilization of funds supported by correct and complete real time accounting should be ensured.
17. During the period of preparatory phase of the Programme NYC should send weekly and fortnightly report to State Directors. The State Directors are requested to send compiled weekly and fortnightly report to Dy. Director (Spl. Programme). Email id is project.nyks@gmail.com.
18. Comprehensive monitoring mechanism and reporting system should be followed. A daily report will be forwarded by the SD to Dy. Director (Spl. Programme).
19. Respective State Director should also ensure to get feedback from the participants on daily basis through meetings and should ensure resolution of the issues, if any thereof. Similarly, he should also be alert about instructions forwarded by the DG and Hqtrs and ensure compliance of the same.
20. It is important to mention here that State Directors of State organizing the programmes and participating State Directors, NYKS should submit the compiled report within 10 days of the completion of the programme.
21. Physical Progress Report in the prescribed proforma and sample attached (Annexure XIII) in the guidelines along with detailed report of the activities undertaken during 10 days of the programme should be supported by quality action photographs, press clipping and Video-graphs.

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22. The report should also be supported with evaluation report, inclusive of feedback report along with analysis of the feedback given by the participants.
23. Please note that hard copies of the above mentioned report and soft copies are required to be sent to Hqtrs.
24. Audited utilization certificate based on actual expenditure and within the sanctioned released amount should be submitted immediately after completion of the programme.
25. Hence, you are directed to organize the programme in befitting manner and submit reports and returns immediately after completion of the programme to Dy. Director (Spl. Programme) at project.nyks@gmail.com.
26. This issue with the approval of the Director General.

Yours sincerely



(Dr. M.P. Gupta)
Director (programme)

Encl: Guidelines, annexure and forms are being sent through email and are also placed on NYKS Website.

CC:

1. PS to DG.
2. Director FB&A for information please.
3. SD, NYKS, PAO NYKS, Gandhinagar, Bhubaneswar, Lucknow, Guwahati, Bangalore and Alipur.
4. Concerned State Directors, NYKS.
5. JD, CDN and Rajbhasha with the request for Hindi translation of the NIC guidelines at the earliest.
6. AD (EDP) for putting the circular & guidelines on NYKS website.