



CIRCULAR

68/NSS/DHSE/2014

23/06/2014

Principals of schools having NSS units are directed to expedite the implementation of National Service Scheme activities of the school as per the plan of action approved by the respective Performance Assessment Committee (PAC) chaired by the District Programme Convener concerned. In order to avoid delay in programme launching due to financial reasons, an amount of **Rs. 10,000/-** may be advanced from the PTA fund, if available, towards regular activity expenditure and it can be reimbursed as and when NSS grant for the year is released. Such transaction should be transparent and are to be carried out through account payee cheque only.

Principals are further directed to pool the service of other teachers in the school also- especially of woman teachers – for the effective implementation of National Service Scheme activities.

The maximum period for which a teacher can hold the post of NSS Programme Officer will be for 3 years. However this period can be extendable up to the 4th years on the basis of review of his/her performance by the Principal with the consent of the NSS Programme Co-ordinator. It is learned that some of the Programme Officers are allowed to continue beyond the period of 4 years and some of the Programme Officers are continuing without undergoing ETI training within the stipulated period of one year from their appointment. In the circumstance, for the smooth functioning of NSS units, **Principals are directed to convene a staff meeting and depute the newly appointed Teachers as Programme Officer.**

The above directions and the action taken in this regard may be mailed to dhsensskerala@gmail.com with a copy to District Convener on or before 28th June 2014. Consolidated reports from District Conveners are expected in this office before 10th July 2014.

Sd/-

Programme Co-ordinator