GGSIPU NATIONAL SERVICE SCHEME (NSS) CELL
Guru Gobind Singh Indraprastha University
Sector 16-C, Dwarka, New Delhi -110078
Ph.No. 011-25302469, Email Id: nss.sfu@ipu.ac.in

Dr. Dinesh Kumar
Assistant Professor, USCT &
Assistant Program Officer, NSS Cell (SFUs)
F.No. GGSIPU/NSS Cell/ SFU's/2019/

To
The Directors/ Principals,
Affiliated Colleges/ Institutes with SFUs established under NSS Cell
GGSIPU University


NSS Cell, GGS IP University is going to organize first annual meet of SFUs and Grant-in-Aid NSS unit on 31 October 2019. In this regard, all 15 SFUs established at colleges/institutes during 2018-19 under NSS Cell, GGS IP University are required to provide the report of events organized during academic session 2018-19. The same will be published in the annual report.

The format of event wise information for preparing Annual Report 2018-2019 is attached herewith. Soft copy (.doc) of the format file is available on the website at NSS link. Event report format has also been sent to you through E-mail. It is desired to send the same by 30th September, 2019.

The data will also be used as record for providing certificate to NSS (SFU) Students as per the guidelines of the NSS Manual.

For any query you can mail us at sfu.nss@gmail.com

Dr. Dinesh Kumar
Assistant Program Officer, SFUs
GGSIPU, NSS Cell

Prof. B.V.R Reddy
Program Coordinator
GGSIPU, NSS Cell

Copy to:
- All Directors/ Principals of Affiliated Institutes/college with established SFUs
- Head UIITS, Server Room with a request to upload the document
Annual Event Report: ...........(Academic year)

1. Institute Name: .................................................................................................

2. Office Info:

<table>
<thead>
<tr>
<th>Programe Officer Name</th>
<th>Director Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact No of PO (Mobile)</td>
<td>Institute Contact No.</td>
</tr>
<tr>
<td>Email ID of PO</td>
<td>Institute Email ID</td>
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</tbody>
</table>

3. Event Info:

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Date</th>
<th>Duration (in Hr)</th>
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4. Summary of the event (not more than 500 words)

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Program Officer signature

Principal/Director Signature/stamp

29/08/19