

**NYVs**

**Selection**

**Guideline**

**2024-25**

## **Guidelines for selection of NYVs for the year 2024-25**

### **1. Background**

- The Competent authority has directed that the entire selection process of NYVs for the year **2024-25** should be completed at the earliest in a transparent and time bound manner for the purpose of executing the **Digital Agriculture Mission** in the State of Assam, Uttar Pradesh and Maharashtra for a **maximum period of 3 months and minimum period of 15 days**.
- In view of provision of the scheme of NYC, it has been decided by the Competent Authority to deploy **meritorious young candidates** having dedication, talent, enthusiasm and fulfilling the *required* conditions as NYVs.
- It is made clear that in order to streamline the system of deployment of NYVs, Any volunteer, deployed against any vacancy in between, should be deployed for a maximum period of 3 months and minimum period of 15 days only. The tenure shall be demand driven as per the requirement of the state(s)/district(s) for the Digital Agriculture Mission.
- **This is mainly due to the reason for selecting highly meritorious /talented / dedicated NYVs and completing deployment and trainings in an uniform manner across the state.**
- Accordingly, deployment schedule has been designed to ensure **completion of deployment of 3 NYVs in each block for the State of Assam, Uttar Pradesh and Maharashtra for the year 2024-25** at the earliest.

With this background, the following is the guideline for necessary action.

### **2. About the Scheme**

National Youth Corps is a scheme of Ministry of Youth Affairs & Sports, Government of India. The NYC Scheme is being implemented by **NYKS under the umbrella of MY Bharat**.

### **3. Objectives of the Scheme**

The scheme of NYC would create a space enabling young men and women in the age group of **18 to 29 years** to serve up to two years in Nation Building activities for which they would receive a monthly honorarium of **Rs. 5000/-** .

**The Scheme has following objectives :-**

- a. To set up a group of disciplined and dedicated youth how have the inclination and sprit to engage in the task of Nation Building.
- b. To facilitate the realization of inclusive growth (both social and economic).
- c. To act as modulators and peer group educates
- d. To act as role models for the younger cohort specially towards enhancement of public ethics, probity and dignity of labour.

#### 4. Role of NYVs

- a) Each selected NYV will be assigned the task under the Digital Agricultural Mission.
- b) Each NYV has a major role of catalic agent between youth clubs and development departments.
- c) Each NYV is required to be IT Savvy. Further NYVs should have the capability of preparing report/documentation of youth program and upload online.
- d) NYC should also know about preparing reports for media/news statement. They are required to use **social media apps** such as **WhatsApp, Twitter, Instagram, Facebook and YouTube** etc. for propagating youth programmes and schemes of Govt. of India. Each NYV should know the using of required mobile apps and web portal for example **MyBharat Portal** etc.
- e) Encouraging / recommending active/ dedicated members of youth clubs to register on MYBharat portal and for NIC, Skill training, international youth exchange programme etc. to District Youth Officer.
- f) Each NYV has to prepare Youth profile of his/her block for better understanding on the needs and priority of youth of that block.
- g) Formation of New youth clubs, activation of defunct youth clubs.
- h) Organizing NYVs regular and special programme with the help of Youth clubs.
- i) Guiding and motivating youth clubs members for involving themselves in community development/ Nation Building activities.
- j) To maintain records of programmes conducted by youth clubs.
- k) To submit regular reports / online reports highlighting their work on regular basis.
- l) Maintain liaison with development departments and youth work agencies in the block/ district.
- m) To attend meetings regularly, at concerned Kendra.

#### 5. Volunteers strength and deployment

- a) **Three volunteers** per block in **146** kendras (**35** kendras in Assam, **36** kendras in Maharashtra and **75** kendras in Uttar Pradesh) will be deployed. A maximum of **2478** volunteers in Uttar Pradesh (826 blocks \* 3), **1164** in Maharashtra (388 blocks \* 3) and **714** in Assam (238 Blocks \* 3) shall be deployed in the 3 states for the present where the Digital Agriculture Mission is being implemented.
- b) The deployment will be **for a maximum period of 3 months and minimum period of 15 days only. The tenure shall be demand driven as per the requirement of the state(s)/district(s) for the Digital Agriculture Mission.** It is clarified very categorically that if any candidate is deployed in between from among the waiting list, such deployment will be only for the rest of the period with in the financial year due to which the vacancy was occurred.

- c) **The deployment is purely on voluntary basis and hence the selected volunteers will not have any claim for regular appointment.** It is just like internship training.

## 6. Monthly Honorarium

- a) Each volunteer will be paid a monthly honorarium of **Rs. 5000/-** after successful completion of monthly target, online reporting/ feedback and receipt of online attendance.
- b) **The monthly honorarium of each volunteer will be credited to the concerned volunteer's bank account( SB account linked with his/her Aadhar number) by e- banking / PFMS / DBT/CNA only.**
- c) Each volunteer is required to link his or her bank account with **Aadhar number** for enabling implementation of **DBT (Direct Beneficiary Transfer system) /PFMS** as per Government of India guidelines .
- d) The monthly honorarium of volunteers will be strictly calculated based on number of days they have actually worked (excluding holidays) and for which online attendance is marked by the concerned District Youth Officer before last working day of that month.
- e) If a volunteer is absent from his work, the monthly honorarium will be **proportionately reduced without any notice, as per the online attendance submitted by the kendras.**

## 7. Eligibility Criteria

- a) **Education qualification :- Minimum Undergraduate or Post graduate**
- b) **Age:- Minimum 18 years and below 29 years as on 1<sup>st</sup> January 2025.**
- c) **Preference in selection may be given to the following :-**
- d) Candidates having higher educational qualification, merit and basic knowledge of computer application.
- e) Preferably, Candidates having the smart mobile phone and basic knowledge of operating different Apps pertaining to **social media** like twitter, face book, instagram and YouTube etc.
- f) Members of NYKS affiliated youth clubs.
- g) Participation of weaker sections such as **SC/ST** community will be encouraged and **50:50 gender ratio should be maintained to the extent possible.**

## 8. Inviting applications & Publicity

- a) The concerned District Youth Officer of NYK will issue **advertisement** in local daily news papers (in local language) having larger circulation. Applications may be invited through online or offline mode.
- b) **In case of offline application received, the concerned NYK will upload the application online at Kendra level.**

- c) The District Youth Officer shall use the standard advertisement copy as approved by Ministry of YA&S/ NYKS which consists of all required eligibility conditions. **(Sample copy of the approved advertisement is placed at Annexure-A)**. The District Youth Officer will ensure that advertisement copies /circulars will be sent to all active youth clubs, youth work organization, heads of development departments, all NCC, NSS, Scouts & Guides, Eco clubs and District Red Cross Society officers, heads of leading training institutes and district / block libraries and heads of block / village Panchayat for getting more and more eligible applications.

## 9. Selection Committee

A selection committee has been approved with the following composition: -

- |      |   |                  |
|------|---|------------------|
| a)   | District Collector/ DM or<br>his representative | Chairperson      |
| b)   | District Youth Officer, NYKS                    | Member Secretary |
| c)   | A Principal of college nominated by RD NSS      | Member           |
| d&e) | Two Programme Officers of NSS                   | Members          |

## 10. Responsibility:

- a) State Directors and concerned District Youth Officers will be responsible for proper selection of NYVs, identification of recognized training institute and resource person for correctly organizing NYVs trainings during the stipulated time period.
- b) The concerned District Youth Officer will be responsible to put up all requisite documents dully verified such as merit based list, applications, confirmation of certificates/ experience etc. before the selection committee.
- c) The selection committee will be responsible for merit based selection of volunteers. If the committee decides to overlook the merit, then the reasons for the same may be recorded to avoid any subsequent controversy.
- d) State Directors will be responsible for compilation and confirmation of correctness of selection records and process and submit compiled report to this Hqtrs. within 10 days of the selection.

## 11. Time line for selection of NYVs:

Sl. no	Activity	Time schedule
A	Issue of fresh Advertisement.	30 <sup>th</sup> January, 2025
B	Last date of receiving application – Online ,	8 <sup>th</sup> February, 2025
C	Sorting/ Screening of applications and submitting file to DM/DCs seeking date for interview	10 <sup>th</sup> February, 2025

D	Meeting of selection committee depending upon the availability of DM/DC concerned for fixing date for conducting interview.	From 11 <sup>th</sup> February to 15 <sup>th</sup> February, 2025
E	Declaration of result and issue of deployment letter	By 16 <sup>th</sup> February, 2025
F	Date of joining for the Newly deployed volunteers and online registration	From 18 <sup>th</sup> February, 2025

## 12. Main Points for consideration and preparatory work prior to deployment.

Following are some of main points for perusal/attention of District Youth Officers during the selection of NYVs.

- a) First of all, the NYVs need to act as a peer leader. Secondly, they being more closely located and being able to communicate and motivate the youth completely in their village/locality should be able to mobilize the youth in desired numbers.
- b) The competence, capability, attitude and aptitude required in NYVs should be in proportion to the highest standards of results expected to be delivered.
- c) In the process, the NYV is also expected to imbibe and propagate leadership and communication skills, value orientation and patriotism.
- d) It would therefore be essential to select educated self motivated and socially networked youth with demonstrated ability on record.
- e) In order to ensure that the best youth is selected as NYV it is imperative that the system of selection should be transparent and merit based.

## 13. Preparation of waiting list

It is very important that as per merit, block wise waiting list comprising sufficient candidates be **approved by the selection committee to deploy candidates against any midterm vacancy / dropout.**

## 14. The District Youth Officer should ensure the following before the commencement of selection:

- a) Issue of Advertisement in local leading newspaper (in local language), as per the specimen for advertisement as approved by Hqtrs. For issuing advertisement in local leading newspapers, **Rs. 5000/-** may be utilized.
- b) News items in all local leading daily/weekly newspapers/magazines regarding NYV selection may be issued.
- c) Circulars to all NCC, NSS, Scouts and Guides, Red Cross Society , Eco Clubs, active youth clubs/ Mahila Mandals, District/Block level libraries and heads of zila/block/village Panchayat's for ensuring wider publicity.

- d) The concerned District Youth Officer will put up the matter of NYV selection to the DM who is chairperson of the selection committee, well in advance and seek a date for interview (as per the guidelines of head quarter.)
- e) Once the interview date is confirmed, the District Youth Officer will issue interview call letters to all concerned candidates by the registered post and email also. Further all candidates will be informed over phone also.
- f) **Rs. 10,000/-** per district is being provided to meet out the interview expenditure other than expenditure on advertisements.

**15. Submission of online/offline applications:-**

- a) A software application has been developed for **online submission** of application forms by the candidates. The online application form is available at NYKS website on **nyks.nic.in**
- b) District Youth Officer can download and take the print out of the online application received for the particular district. District Youth Officers should go through the details regarding the criteria for weight-age for ensuring full transparency and no room for any change.
- c) **State Directors are hereby directed that they are over all responsible for monitoring, reporting and ensuring 100% compliance in their state.**

**16. The following aspects also needs to be considered before initiating the revised Selection process for deployment of NYVs.**

- a. Advertisement in the local leading newspaper (in local language) is to be issued by the concerned DISTRICT YOUTH OFFICER. The prescribed format of advertisement is placed at **Annexure-A.**
- b. **The concerned District Youth Officer will also issue news statement for all newspapers and send circulars to all units of NCC, NSS, Scouts and Guides, Red Cross, Eco Clubs, Govt. Libraries, Village/Block / Zila Panchayat, Youth Clubs and Mahila Mandals, District Sports Officer, District Education Officer, Dist. Woman and Child Development Officer, CDPOs, District Disaster Management Cell, College Principals etc. to give wide publicity.**
- c. **The volunteers who have earlier worked as NYVs and left in between before completion of their term or already completed their term are not eligible for selection again as NYVs**
- d. **The District Youth Officers will download the merit based list from the NYV application website and put up the same to the selection committee for merit based selection. If the committee decides otherwise, then the same may be recorded in order to avoid subsequent controversy.**

**17. Parameters for selection of NYVs.**

- Candidate should have basic interest to work as NYV.
- He or she should have sufficient time to attend NYC work.

- Further, leadership ability, organizational skill, motivational capacity, ability to understand dynamics of youth group, sports and cultural talents, and experience in social work etc should be considered while selecting a candidate.

#### **18. Proceedings of selection committee**

- The District Youth Officer will prepare the proceedings of the selection committee and take approval of DM/DC.
- The selection list will be signed by DM/DC or his representative, both Programme Officers of NSS, Principal of college nominated by RD, NSS and the DYO .
- Merit List including waiting list will also be prepared as per the proceedings and will be displayed on the notice board of NYK .

#### **19. Deployment of volunteers / offer letters & letter of acceptance.**

- **Each block will have maximum 3 volunteers. The volunteers should belong to particular block in which they are deployed.**
- **Certificate showing residential address / Aadhaar card should be obtained for verification.**
- Preference will be given to weaker section, women to the maximum possible extent.
- District Youth Officer will use the specific sample as approved by Hqtrs for issuing deployment letter and taking acceptance letter (**copies of approved deployment letter and acceptance letter are placed at Appendix–B&C respectively** )
- **The State Directors & District Youth Officers concerned should ensure that deployment is made only up to maximum period of 3 months and minimum period of 15 days for the newly deployed volunteers.**

#### **20. Opening of Bank Account and Online registration of volunteers**

**After joining, each volunteer has to open his or her Bank Account in any Nationalized Bank. Accounts in private banks, Gramin Banks and Co-operative banks are not entertained (Regular saving accounts should be opened in the name of selected volunteer, in any nationalized bank to enable payment of honorarium through DBT/PFMS). After this, each volunteer is to be registered online on the NYC website which is mandatory, within the time schedule. **Requisite proof of address and copy of passbook of volunteer’s SB account should be kept as basic documents in the NYK office prior to online registration.****

**All NYVs should link their bank accounts to their Aadhar number which is mandatory. This may be explained to all candidates before the interview itself.**



**21. Budget**

**Rs- 15000/-** per district has been allocated for the purpose of issue of advertisement and meeting the organizational expenditure i.r.o selection committee meeting etc.

**22. Role of District Youth Officer**

The concerned District Youth Officer being the Member Secretary of the selection committee, is responsible for maintaining absolute transparency and fairness in the entire selection process.

The District Youth Officer will keep the State Director informed with all up to date steps taken up for selection on a regular basis.

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**GOVERNMENT OF INDIA  
NATIONAL YOUTH CORPS  
APPLICATION FORM**

**Aadhaar number of Applicant** .....

	<b>Full Name</b> (in capital letters)	<b>First</b>	<b>Middle</b>	<b>Last</b>	
<b>2</b>	<b>Sex (Please Tick)</b>	<b>Male</b> <b>Female</b> <input type="checkbox"/>			
<b>3</b>	<b>Date of Birth</b>	<b>Date</b> <b>Month</b> <b>Year</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
	<b>Place of Birth</b>	<b>Village/Town/City</b> _____			
		<b>District</b> _____			
		<b>State/UT</b> _____			
<b>4</b>	<b>Age as on 1st January 2025</b> (Minimum eligible age is 18 years and maximum age is 29 years as on 01-01-2025)	<b>Year(s)</b> <input type="checkbox"/> <b>Month(s)</b> <input type="checkbox"/> <input type="checkbox"/>			
<b>5</b>	<b>Father's Name</b>	<b>First Name</b>	<b>Last Name</b>		
<b>6</b>	<b>Mother's Name</b>	<b>First Name</b>	<b>Last Name</b>		
<b>7</b>	<b>Category (Tick appropriate Box)</b>	<b>General</b> <input type="checkbox"/>	<b>SC</b> <input type="checkbox"/>	<b>ST</b> <input type="checkbox"/>	<b>OBC</b> <input type="checkbox"/>
<b>8</b>	<b>Educational Qualification</b> <b>Minimum Undergraduate</b>	<b>Undergraduate</b> <input type="checkbox"/>			
		<b>Graduate</b> <input type="checkbox"/>			
		<b>Post Graduate</b> <input type="checkbox"/>			
		<b>Others (Certificate/Diploma)</b> <input type="checkbox"/>			

	<b>Year of passing the highest examination</b>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>						
	<b>Name of the Institute/Board/University</b>							
	<b>Professional, technical and other qualifications (Diploma/Certificate etc.) if any, give details</b>							
<b>9</b>	<b>Current status of applicant ie: Student/Employed, Unemployed, others specify</b>							
<b>10</b>	<b>Languages Known</b>	<b>Name of the Language</b>	<b>Speak</b>	<b>Read</b>	<b>Write</b>			
<b>11</b>	<b>Permanent Address</b>							
	<b>House Number</b>		<b>Village/Town/Colony</b>					
	<b>State</b>		<b>Block and District</b>					
	<b>Post Office/ Police Station</b>		<b>Pin Code</b>					
	<b>Phone Number with STD code</b>		<b>Contact No.</b>					
<b>12</b>	<b>Present Address</b>							
	<b>House Number</b>		<b>Village/Town/Colony</b>					
	<b>Post Office</b>		<b>Block and District</b>					
	<b>State</b>		<b>Pin Code</b>					
	<b>Email and Phone Number Code with STD</b>		<b>Email id</b>					
			<b>Mobile No</b>					
<b>13</b>	<b>Have you ever participated in the programmes of (NYKS, NSS, NCC, Bharat Scouts &amp; Guides, School, College, Others) (Please tick only)</b>		<b>NYKS</b>	<b>NCC</b>	<b>BS&amp;G</b>	<b>NSS</b>		<b>Others</b>
						<b>School</b>	<b>College</b>	
	<b>Length of Experience (Organization wise) as Volunteer</b>	<b>Year (s)</b>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<b>Month (s)</b>		<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	
<b>14</b>	<b>Are you active member of a village level</b>							

	<b>Youth Club affiliated with NYK</b>	Yes <input type="checkbox"/>	NO <input type="checkbox"/>
	<b>(i) If Yes, Name and Address of Youth Club</b>		
	<b>(ii) Designations in Youth Club</b>	Office Bearer <input type="checkbox"/>	Member <input type="checkbox"/>
	<b>(iii) Period of association with Club</b>	Year(s) <input type="checkbox"/>	Month(s) <input type="checkbox"/>
15	<b>Name, Address &amp; Telephone number of two Responsible persons of the applicant's locality, who can vouch for the applicant/ know him/her for the last 3 years</b>	1.	Ph No.
		2.	Ph. No

**Declaration:**

I declare that the particulars furnished in this registration/application are true, complete and correct to the best of my knowledge and belief. I have neither convicted by any court of law nor in any criminal proceedings any where in India. I am fully aware that serving as volunteer is a full time assignment and I may be assigned any work by my deploying agency.

I am solely responsible for the information so furnished.

Date-----

Place-----

(Signature of the Applicant)

Name of the Applicant-----

1. Documents to be attached (Self attested)
2. Copy of the Birth Certificate
3. Copy of Certificate of SC/ST/OBC
4. Copies of Certificates of highest Educational Qualification
5. Copy of Address proof (Aadhaar Card, Driving License/Passport/Ration Card)

**Model notice/advertisement to be circulated/displayed by District Youth Officer, NYK**

**Government of India  
Ministry of Youth Affairs & Sports  
Department of Youth Affairs**

**NATIONAL YOUTH CORPS**

**CALL FOR NATIONAL YOUTH VOLUNTEERS**

Government of India seeks young persons for the task of executing the Digital Agricultural Mission and to help, channelizes their energies and capabilities towards Nation building activities by organizing them into volunteers groups. You shall be asked to spearhead campaigns/ awareness programme about health, literacy, sanitation, gender and other social issues and may also be called upon to assist the administration in emergency or implementation of various programmes.

**Eligibility:**

- i) Education at least Undergraduate or Graduate or Post Graduate
- ii) Age between **18 and 29 years**, as on **1st January, 2025**

**Honorarium:**

**Rs. 5000/- p.m.** all inclusive.

**Duration:**

For a **maximum period of 3 months and minimum period of 15 days**. This is neither a paid employment nor confers any legal right on the volunteer to claim employment with the Government.

**How to Apply:**

Visit the department's website: **nyks.nic.in** for details of the scheme, application, Performa and apply to the under mentioned officer by \_\_\_\_\_ (**date**)

Office of District Youth Officer,  
Nehru Yuva Kendra Sangathan,  
District.....  
Postal Address

District Youth Officer  
Nehru Yuva Kendra  
(Full address with Mobile no, Phone no. and Email)

**Model Deployment Letter**

To

.....

.....

**Subject: Offer of Engagement as Volunteer under the National Youth Corps (NYC) – regarding.**

Sir,

On the basis of the recommendation made by the Selection Committee constituted for the purpose, it is informed the at you have been selected for engagement as a Volunteer under the National Youth Corps (NYC). The terms and conditions of engagement are as under:

1. The engagement is purely on voluntary basis, **initially for maximum of 3 months and minimum of 15 days only**. The volunteer shall perform such duties as assigned to him/her by the competent authority. The said deployment as volunteer is just like internship training only.
2. During the period of engagement, Honorarium of **Rs. 5000/- per month** (all inclusive) will be paid. No other allowances shall be admissible.
3. Volunteer will be entitled to grant of **1 day** causal leave per month as amended from time to time.
4. Engagement carries the liability to serve in any part of the district if required.
5. Volunteer is not entitled for Traveling Allowance for joining.
6. Other conditions of service will be governed by the Scheme guidelines of National Youth Corps (NYC) and orders issued from time to time.
7. Engagement is on full time basis and the volunteer will not accept any other assignment during this period.
8. In case work of volunteer is not found satisfactory, the deployment can be terminated at any time by a **notice of one week**.
9. The deployment can also be terminated by the volunteer by giving **one week notice**.
10. Volunteer will not have any claim or right for regular appointment to any post under the deploying agency/department.
11. The volunteer will bring certificate of medical fitness from Authorized Medical Attendant (AMA) at time of his/her joining. Continuation of engagement is subject to physical fitness. He/She is liable to be discharged from the said engagement in case found medically unfit.
12. If the above terms and conditions are acceptable, you are required to submit an undertaking as in the enclosed proforma and report to the undersigned within **7 days** of receipt of this letter.

District Youth Officer

Nehru Yuva Kendra

**Model Acceptance Letter**

To

The District Youth Officer

District \_\_\_\_\_

Postal Address \_\_\_\_\_

Subject: Letter of Acceptance for Engagement as Volunteer under the National Youth Corps (NYC)

- i. I certify that I have carefully read and understood the terms and conditions mentioned in the Offer Letter for engagement as volunteer under National Youth Corps (NYC).
- ii. I understand and am fully aware that after the completion of my tenure as a volunteer under National Youth Corps Scheme, I will not have any right or claim for employment in the deploying agency/Department as this is like an internship training only.
- iii. I understand and agree to abide by the terms and conditions of my engagement under the scheme.
- iv. I undertake to abide by the rules and regulation of the deploying agency/Department during the tenure of my engagement as a volunteer.
- v. I understand that any breach of the terms and conditions would entail termination of my deployment on one month's notice and that the decision of the deploying agency/Department in this regard shall be final and binding on me.
- vi. I certify that I was not registered as a volunteer under the National Service Volunteer (NSV) Scheme and Rashtriya Sadbhavana Yojana (RSY).
- vii. I certify that I have never been arrested/prosecuted/kept under detention/fined/convicted by a Court of Law for any offence. Further, no criminal case is pending against me in any Court of Law.
- viii. I do hereby declare that the particulars furnished by me in my application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, I am liable for termination of my engagement as a volunteer without assigning any reason.

(Signature of applicant)

Name of applicant.

Date.

Place.