



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*

Ref. No. NYKS/ Spl. Projects/12th TYEP/2019/

Dated: 14.10.2019

To

State Directors,

Nehru Yuva Kendra Sangathan,

Puducherry (UT), Chennai (Tamil Nadu), Lucknow (Uttar Pradesh), Delhi, Bangalore (Karnataka), Chandigarh (UT), Goa, Pune (Maharashtra), Amritsar (Punjab), Visakhapatnam (Andhra Pradesh), Guwahati (Assam), Bhubaneswar (Odisha), Jammu (J&K), Cochin (Kerala), Bhopal (Madhya Pradesh), Kolkata (West Bengal), Jaipur (Rajasthan), Hyderabad (Telangana), Dehradun (Uttarakhand) and Gandhinagar (Gujarat).

Sub :- Release of Fund and Guidelines for Organizing 12th Tribal Youth Exchange Programme (TYEP) – reg.

1. As you are aware, Nehru Yuva Kendra Sangathan (NYKS), has been organizing Tribal Youth Exchange Programmes (TYEPs) in collaboration with **Ministry of Home Affairs, Govt. of India** successfully since last 11 years.
2. Ministry of Home Affairs, Govt. of India has approved the organization of 12th Tribal Youth Exchange Programme at 20 venues for the year 2019-20. In this connection, please find enclosed herewith the detailed guidelines with Annexures 1 to 16 for successful implementation of the 12th Tribal Youth Exchange Programme.
3. As informed by Hqtrs vide letter ref. **No. NYKS/Spl. Projects/ 2018/F. No. 567** dated **11.10.2018** that one of the focuses of 12th Tribal Youth Exchange Programme should also be on **150th Birth Anniversary of Mahatma Gandhi**. Hence during the organization of Tribal Youth Exchange Programme activities focusing on celebration of **150th Birth Anniversary of Mahatma Gandhi** which may include lectures by Resource Persons, Discussion on his Life and Works, Exhibitions, distribution of IEC material, show films/documentation, competition on related to Mahatma Gandhi. Prabhat Pheri & Padyatra may also be organized during the Tribal Youth Exchange Programme for disseminating message of Life & Works of Mahatma Gandhi. Display of logo of **150th Birth Anniversary of Mahatma Gandhi**, quotes of Mahatma Gandhi and IEC material on Mahatma Gandhi may be made.

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4. The Tribal Youth Exchange Programme has been evolved to be one of the most important programmes being organised by Nehru Yuva Kendra Sangathan.
5. Concerned State Directors, NYKS may approach Doordarshan and other Media Channels in their respective States for live telecast of the programme.
6. Use of social media and efficient monitoring are very important aspect of this programme.
7. Focus should be on culture, language learning, food festivals, traditional costumes and lifestyle related aspects of the participating states.
8. The programme should be organised as outdoor activities preferably at important public places and ensure the participation of general public.
9. Organisation of outdoor activities like Rally, Cultural competition, sports and games
10. Family placement, Interaction with school students, Youth Clubs, community kitchen etc. should be ensured.
11. Programmes will be organized at **20 different Venues** namely, Puducherry (UT), Chennai (Tamil Nadu), Lucknow (Uttar Pradesh), Delhi, Bangalore (Karnataka), Chandigarh (UT), Goa, Pune (Maharashtra), Amritsar (Punjab), Visakhapatnam (Andhra Pradesh), Guwahati (Assam), Bhubaneswar (Odisha), Jammu (J&K), Cochin (Kerala), Bhopal (Madhya Pradesh), Kolkata (West Bengal), Jaipur (Rajasthan), Hyderabad (Telangana), Dehradun (Uttarakhand) and Gandhinagar (Gujarat).
12. Please, find enclosed herewith the **detailed guidelines and time schedule** for the organization of 12th Tribal Youth Exchange Programme (TYEP).
13. It is requested to start the programme of the 12th TYEP at the earliest as per guidelines and provide a copy of the **Plan of Implementation** immediately to NYKS Hqtrs, to enable Ministry of Home Affairs to plan the participation of their Senior Officials.
14. Schedule of events should be planned in rational manner and scope for inspection, visits & surprise visits should be incorporated in the programme. Vigilance compliance must be ensured.
15. While referring the enclosed time schedule (**Annexure-1**), **ensure to send the exact dates and venue** of the 12th TYEP by **25th October 2019** to concerned State Directors for sending the participating teams with a copy to NYKS Hqtrs in Annexure 1 (i) of 12th TYEP guidelines. The same would be shared with Ministry of Home Affairs. It would enable the Ministry and others to plan their visit to 12th TYEP programme.
16. Inviting the teams of TYEP will be the prime responsibility of the host State Directors. He/She will confirm the participation of the participating Kendras. It will be the duty of each State

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- Director, NYKS to see that the host Kendras have invited participating Kendras at the earliest, and the confirmations are received immediately.
17. The participants and escorts must be selected by **30th October 2019** by all stakeholders viz. **CRPF, BSF, NYKS, SSB and ITBP** as per number allotted to them. In this regard please see **page no. 7 and Annexure -13 of enclosed guidelines.**
 18. **State Directors** of the participating Kendras viz. Chhattisgarh, Maharashtra, Bihar, Andhra Pradesh, Telangana, Odisha & Jharkhand State are advised to take necessary steps to ensure that teams and escorts are selected as per the guidelines and get them ready to participate in the 12th TYEP as per **Annexure-13** given in the guidelines and on the dates of the programmes fixed by respective Host State offices.
 19. It is important to note that the **participating Kendras/States jointly with CRPF, BSF, ITBP, SSB and NYKS** would organize **briefing session before the departure** of the participants (**page no. 16 & 17 of the guidelines**). Similarly, a joint **de-briefing & feedback session** should be organized **on the arrival of participants**. During this session **activities and their plan of action** for the participants be prepared and followed up. The report on the same & plan of action be submitted to concerned State Director with copy to NYKS, hqtrs.
 20. Similarly, the **host Kendra/State** should conduct **two sessions** viz. expectations of participants on their arrival (Annexure 14a) and feedback about programme (Annexure-14b) from participants at the end of the camp.
 21. Besides above from time to time **live feedback of participants on Video** should also be taken during the programme.
 22. Local district/State units of NCC NSS, BS&G and Eco clubs and other volunteers be coordinated for this programme and should also be involved during the camp as per their suitability.
 23. **New Activities** are also included in the 12th TYEP viz. Exposure visit to big industries/Corporate/Production Assembly Units, Visit to ongoing big sports events, Interaction with constitutional authorities, Framed Group Photographs with eminent personalities, Session on awareness of human rights. For more details please see the guidelines.
 24. **Declamation Contest on Terrorism vs Development, Cultural Programme Competition, Tree Plantation and Cleanliness Drive (Swachhta Abhiyan)** along with budget provision. SDs should submit report on the programmes in Annexure-12 of 12th TYEP guidelines.
 25. During one of the camp days the Tribal Youth should be provided opportunity to visit school/educational Institution for interaction with students.

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26. Awareness on **National Flagship Programmes of Government of India** for Financial and Social inclusion as well as **Fit India Campaign** should be created. For more details please see enclosed guidelines.
27. To make the programme more **transparent, responsive, vigilant and effective, Public Representatives** viz. Hon'ble Ministers, MPs, MLAs, NYKS, VCs and Members BOG, PRI members; **eminent personalities** from different 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**.
28. State Director, NYKS should share camp details with their counterpart at State and District level in advance.
29. **Electronic and Print Media** should be invited for wider coverage of the programme. **Press Conference** should also be organised before commencement of the programme.
30. The required **funds are being released** to concerned PAOs through for immediate release to concerned State Offices and Kendras as per Annexure 15, 16(i) & 16(ii).
31. **SDs must ensure** that the quality of arrangements for stay/ of B&L, kit to be given, Quality of resource persons, transport to be used and all other issues are of the highest standard.
32. The local **Public Representatives** must be pre briefed about the programme and also invited for the programme.
33. The meetings with the highest authorities of State/VVIPs/VIPs must be properly coordinated.
34. The **report in prescribed format** in best quality in required no. of Copies with PROPER Pics, Videos and News clippings (both Print and A/v) must be forwarded within 5 days of completion of the programme.
35. The **plan must be submitted at least by 25th October 2019** to enable senior officials from MHA and own Ministry to be invited.
36. The activities mentioned under the universal content given in Annual Action Plan Guidelines 2019-20 should be undertaken during the programme including promotion of indradhanush programme.
37. The aspects of Patriotism, Nation Building, National Integration in true sense, character development and important Youth related flagship schemes of GOI be laid due emphasis.
38. The opportunities and fruits of development in peaceful areas be highlighted.

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39. Interaction with and demonstration of equipment of security forces be conducted with proper coordination.
40. Proper exchange of ideas and success stories and patriotic achievement of local people be ensured for the visiting youth.
41. Proper sanitation , cleanliness, hygiene and living conditions be ensured
42. Due exposure to Indian Culture and Local traditions, art and customs/craft be ensured.
43. Proper Time Plan/scheduling be ensured.
44. Proper codal formalities & GFR be ensured.
45. Youth leaders & Clubs be incorporated and entrusted responsibility.
46. The release of fund has two components
 - (i) District NYK wise release of TA/DA, Insurance & ID budget for participants and escorts (Annexure-16-i)
 - (ii) Venue wise release of funds to the host States for organization of 12th Tribal Youth Exchange Programme (Annexure-16 - ii).

This arrangement has been done to ensure that the participants and escorts get advance train tickets and journey DA from the participating Kendra for attending the programme.

PAO office, Bhubaneswar, Lucknow, Bangalore, Alipur, Guwahati and Gandhinagar are requested to release fund as above and refer to budget release table given at Annexure 16 (i & ii).
47. 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, whichever is less. If number of participants is less then boarding and lodging and other expenditure amount will be deducted accordingly.
48. Transparency and probity in utilization of funds supported by correct and complete real time accounting should be ensured. While incurring expenditure GFR should be followed.
49. Respective State Directors 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/she should also be alert about instructions forwarded by the DG and Hqtrs and ensure compliance of the same.
50. It is important to mention here that State Directors of States organizing the programmes and

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Participating State Directors, NYKS should submit the **compiled report within 5 days of the completion of the programme.**

- (a) It is utmost important to have impact assessment done through feedback format (**Annexure 14a & 14b**) and included in the Physical Report.
- (b) Three sets of Physical Progress Reports in the prescribed proforma attached in the guidelines (**Annexure-11, 12 and 17**) along with good quality detailed report of the activities undertaken during 07 days of the programme must be submitted to NYKS hqtrs within stipulated period.
- (c) The report should be supported by quality action photographs, press clipping and Videographs.
- (d) Separately provide video clippings of the interactive feedback sessions with participants, stakeholders & dignitaries.
- (e) The **in-charge participating Kendra/State of NYKS should submit analysis of feedback of participants to NYKS along with copy of feedback form**
- (f) Please note that besides send 3 hard copies of the report, soft copy should also be sent to NYKS Hqtrs by email/DVDs.

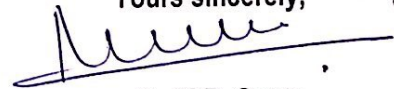
Audited utilization certificate based on actual expenditure and within the sanctioned released amount should be submitted immediately after completion of the programme.

You are requested to organize the programme in a befitting manner and submit reports and returns after completion of the programme as scheduled to **R.N. Tyagi, Deputy Director (Spl. Projects) at project.nyks@gmail.com**

Please acknowledge receipt and confirm that contents have been understood for compliance.

This issues with the approval of Director General.

Yours sincerely,



**Dr. M.P. Gupta
Director (Spl. Projects)**

Encl.:a/a

Copy to:

1. PS to VCs & BOG Members, NYKS
2. Joint Secretary (LWE-II), Ministry of Home Affairs, North Block, Central Secretariat, New Delhi for kind information please.
3. PS to DG, NYKS Hqtrs for kind information please.
4. Director, LWEO -II, Ministry of Home Affairs, Room No. 169A, North Block, Central Secretariat, New Delhi for kind information please

5. IG (Operations), **CRPF**, Block No. 1, CGO Complex, Lodhi Road, New Delhi with the request to send a copy of the guidelines & ask the concerned official to provide the list of participants & escorts to State Director NYKS, Andhra Pradesh, Bihar, Chhattisgarh, Jharkhand, Maharashtra, Odisha & Telangana
6. IG (OPS) LWEO, **BSF**, Block No. 10, CGO Complex, Lodhi Road, New Delhi with the request to send a copy of the guidelines & ask the concerned official to provide the list of participants and escorts to SD, NYKS Odisha & Chhattisgarh
7. IG (Ops), **ITBP** Force, Block- IV, CGO Complex, Lodhi Road, New Delhi-110003 with the request to send a copy of the guidelines & ask the concerned official to provide the list of participants and escorts to SD, NYKS Chhattisgarh
8. IG (Ops), **SSB**, Sashastra Seema Bal Force, Hqtrs, East Block V, R.K. Puram, New Delhi with the request to send a copy of the guidelines & ask the concerned official to provide the list of participants and escorts to SD, NYKS, Bihar and Jharkhand
9. Sh. Hitler Singh, Under Secretary, Ministry of Home Affairs, Room No. 16, North Block, Central Secretariat, New Delhi for kind information please
10. **State Director, NYKS**, Chhattisgarh, Jharkhand, Maharashtra, Bihar, Andhra Pradesh, Telangana and Odisha for immediate necessary action & to instruct concerned Youth Coordinators for selecting the participants and escorts from the concerned districts.
11. **State Director, NYKS, PAO**, Alipur (Delhi), Gandhinagar (Gujarat), Bhubneshwar (Odisha), Bengaluru (Karnataka), Lucknow (Uttar Pradesh), Guwahati (Assam) for immediate release of funds to programme organizing 20 State Directors and participating Kendras.
12. **DYC, NYKs**, Vishakhapatnam, Gaya, Jamui, Lakhisarai, Bijapur, Sukma, Bastar, Dantewada, Kanker, Narayanpur, Rajnandgaon, Kondagaon, Giridih, Gumla, Khunti, Latehar, Palamu, West Singhbhum, Bokaro, Hazaribagh, Chatra, Ranchi, Garhwa, Lohardaga, Simdega, Gadchiroli, Koraput, Malkangiri, Kandhmal, Kalahandi and Bhadradi- Kothagudem for immediate necessary action as mentioned in the guidelines.
13. AD, Rajbhasha, NYKS Hqtrs for arranging hindi translation of guidelines.
14. AD, EDP, NYKS Hqtrs for uploading the guidelines on NYKS website.