Ref No. NYKS/ Spl. Projects/8th TYEP/2015/126

Dated: 18.11.2015

To
Zonal Directors,
Nehru Yuva Kendra Sangathan,
Jaipur (Rajasthan), Bengaluru (Karnataka), Hyderabad (Andhra Pradesh), Chandigarh (Punjab), Kolkata (West Bengal), Gandhinagar (Gujarat), Chennai (Tamil Nadu), Mumbai (Maharashtra), Guwahati (Assam), Lucknow (Uttar Pradesh)

Sub.: Release of Fund and Guidelines for Organizing 8th Tribal Youth Exchange Programme (TYEP) – reg.

1. As you are aware, the Nehru Yuva Kendra Sangathan (NYKS), an autonomous body under the Ministry of Youth Affairs and Sports, has been organizing annual Tribal Youth Exchange Programme (TYEPs) on behalf of the Ministry of Home Affairs. Funds for the same are being provided by MHA. 7 such programmes have been organized successfully by NYKS up to 2014-15.

2. For the 8th TYEP 2015-16, Ministry of Home Affairs has approved and released Rs. 2.07 Crores vide sanction order dated 22.09.2015. This year 2000 participants (tribal youths- both male and female) have to be selected from 24 LWE affected districts of 3 States namely, Chhattisgarh, Jharkhand and Odisha. Programmes will be organized at 10 different venues namely, Jaipur (Rajasthan), Bengaluru (Karnataka), Hyderabad (Andhra Pradesh), Amritsar (Punjab), Kolkata (West Bengal), Ahmedabad (Gujarat), Chennai (Tamil Nadu), Pune (Maharashtra), Guwahati (Assam) and Varanasi (Uttar Pradesh).

3. MHA has requested to issue suitable instructions to the officers concerned of NYKS to start activities of the 8th TYEP at the earliest and provide a copy of the Plan of Implementation to MHA to enable the Ministry to plan its participation/involvement accordingly.

4. In compliance of above please find enclosed herewith the detailed guidelines and tentative time schedule for the organization of 8th Tribal Youth Exchange Programme (TYEP).

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5. 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 taken ensured.

6. While referring the enclosed time schedule (Annexure-1), ensure to send the exact dates and venue of the 8th TYEP by 30th November, 2015 to concerned Zonal Directors for sending the participating teams with a copy to NYKS Hqtrs in Annexure 1 (i). The same would be shared with Ministry of Home Affairs. It would enable the Ministry and others to plan their visit to 8th TYEP programme.

7. Inviting the teams of TYEP will be the prime responsibility of the host Zonal Directors. He/She will confirm the participation of the participating Kendras. It will be the duty of each ZD to see that the host Kendras have invited participating Kendras at the earliest, and the confirmations are received immediately.

8. The participants and escorts should be selected by 5th Dec, 2015 positively 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 -9 & 11 of enclosed guidelines.

9. Zonal Directors of the participating Kendras viz. Raipur (Chhattisgarh), Bhubaneswar (Odisha) and Ranchi (Jharkhand) 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 8th TYEP as per Annexure-11 given in the guidelines and on the dates of the programmes fixed by respective Host Zonal offices.

10. It is important to note that the participating Kendras/Zones jointly with CRPF, BSF, ITBP, and SSB would organize briefing session before the departure of the participants. 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 NYKS, hqtrs.

11. Similarly, the host Kendra/Zone should conduct two sessions viz. expectations of participants (Annexure 12a) and feedback about programme (Annexure-12b) from participants.

12. Besides above from time to time live feedback of participants on Video should also be taken.

13. Local district/State units of NCC be coordinated for this programme. NSS volunteers should also be involved during the camp as per their suitability.

14. Awareness on National Flagship Programmes of Government of India for Financial and Social inclusion should be created. For more details please see enclosed guidelines.

15. To make the programme more transparent, responsive, vigilant and effective, local Public Representatives viz. Hon’ble Ministers, MPs, MLAs, 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

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invited on different occasions during the camp. Their remarks about the camp should be taken in Visitor's Book.

16. ZD should share camp details with their counterpart at State and District level in advance.

17. Electronic and Print Media should be invited for wider coverage of the programme. Press Conference should also be organised before commencement of the programme.

18. The required funds are being released to concerned PAO Zones through RTGS for immediate release to concerned Zonal Offices and Kendras as per Annexure 13.

19. The release of fund has two components
   (i) District NYK wise release of TA/DA, Insurance & ID budget for participants and escorts (Annexure-13-i)
   (ii) Venue wise release of funds to the host Zones for organization of 8th Tribal Youth Exchange Programme (Annexure-13 - 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, Guwahati, Bangalore, Alipur and Gandhinagar are requested to release fund as above and refer to budget release table given at Annexure 13 (i & ii).

20. 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 without the head, which ever is less. If number of participants are less then boarding and lodging and other expenditure amount will be deducted accordingly.

21. 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.

22. During the period of preparatory phase of the Programme Zonal Director should send weekly and fortnightly report to Shri Nand Kumar Singh, Deputy Director (NPYAD). His email id is ddnpyad.nk@gmail.com.

23. Comprehensive monitoring mechanism and reporting system should be followed. A daily report will be forwarded by the ZD to Nand Kumar Singh, Deputy Director (NPYAD).

24. Respective Zonal 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.

25. It is important to mention here that Zonal Directors of Zones organizing the programmes and Participating Zonal Directors, NYKS should submit the compiled report within 15 days of the completion of the programme.

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(a) It is utmost important to have impact assessment done through feedback format (Annexure 12a & 12b) and included in the Physical Report.

(b) Two sets of Physical Progress Report in the prescribed proforma attached in the guidelines (Annexure-10) along with good quality detailed report of the activities undertaken during 07 days of the programme.

(c) It 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/Zone of NYKS would submit before departure & on arrival of participants feedback sessions reports and follow up action activities identified to NYKS, Hqtrs.

(f) Please note that besides hard copies of the report, soft copy should also be sent to NYKS Hqtrs.

(g) 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 Shri Nand Kumar Singh, Deputy Director (NPYAD) at ddnpvyad.nk@gmail.com and Dr. A.K. Verma, Asst. Director (Spl. Projects) at project.nyks@gmail.com and arjun03_2000@yahoo.com

This issues with the approval of Director General.

Yours sincerely,

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

Encl.:a/a

Copy to:
1. Shri Mukesh Mittal, Joint Secretary (LWE-II), Ministry of Home Affairs, North Block, Central Secretariat, New Delhi for kind information please
2. Shri Lalit Kumar Gupta, Joint Secretary, Department of Youth Affairs, Ministry of Youth Affairs and Sports, Govt. of India, Shastri Bhawan, New Delhi for kind information please.
3. PS to DG. NYKS Hqtrs for kind information please.
4. Shri Anand Jain, Director, LWE-I, Ministry of Home Affairs, Room No. 16, North Block, Central Secretariat, New Delhi for kind information please
5. Director (F.B&A), NYKS, Hqtrs.

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6. Zonal Director, Chhattisgarh, Jharkhand and Odisha for immediate necessary action to coordinate with concerned Youth Coordinators for selecting the participants and escorts for Chhattisgarh State.

7. Zonal Director, NYKS, PAO Zone, Alipur (Delhi), Guwahati, Gandhinagar, Bhubneshwar (Odisha), Bengaluru (Karnataka), Lucknow (Uttar Pradesh) for immediate release of funds to programme organizing 10 Zonal Directors and participating Kendras.

8. Shri Yogyan Singh, DIG (Operations), Directorate General, CRPF, Block No. 1, CGO Complex, Lodhi Road, New Delhi with the request to ask the concerned official to provide the list of participants & escorts to Zonal Director NYKS, Chhattisgarh, Jharkhand & Odisha

9. Shri P. S. Dhiman, DIG (OPS) LWEO, Directorate General, BSF, Block No. 10, CGO Complex, Lodhi Road, New Delhi with the request to ask the concerned official to provide the list of participants and escorts to ZD, NYKS Odisha & Chhattisgarh

10. Shri H.S. Goraya, PMG, DIG (Int.), ITBP, Dte Gen, ITBP Force, Block No. 2, CGO Complex, Lodhi Road, New Delhi-110003 with the request to ask the concerned official to provide the list of participants and escorts to ZD, NYKS Chhattisgarh

11. Shri Deepak Kumar, IG, SSB, Sashastra Seema Bal Force, Hqtrs, East Block V, R.K. Puram, New Delhi with the request to ask the concerned official to provide the list of participants and escorts to ZD, NYKS, Chhattisgarh and Jharkhand

12. DYC, NYKS, Bastar, Bijapur, Dantewada, Kanker, Narayanpur, Sukma, Kondagaon, Balod, Rajnandgaon, Chatra, Garhwa, Giridih, Gumla, Latehar, Palamu, Lohardaga, Simdega, W Singhbhum, Khunti, Ranchi, Dumka Koraput, Malkangiri and Nuapada for immediate necessary action as above.