



SADHANA EDUCATION SOCIETY'S
(Registered under society's act of 1860 & Bombay Public Trust Act 1950)
Linguistic (Gujarati) Minority
L. S. RAHEJA COLLEGE OF ARTS & COMMERCE
Estd : 1980
Relief Road, Santacruz (W), Mumbai - 400 054.
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STANDARD OPERATING PROCEDURE (SOP)

NSS ADVISORY COMMITTEE AT COLLEGE LEVEL

NSS CELL, UNIVERSITY OF MUMBAI

The overall function of the NSS advisory committees at the college level is to advise on the various activities of the NSS unit based on the felt needs of the students and the community.

The NSS Advisory Committee should meet regularly at least four times during the year.

The NSS Advisory Committee should discuss the matters pertaining to Programme / Projects to be implemented, review of the activities undertaken, future plan, approve the expenditure incurred on various programmes from time to time, the purchase/ disposal of dead stock items, etc.

The minutes of the Advisory Committee meeting should be recorded in the minute's book and should be forwarded to University NSS Cell within eight days of the holding of the meeting.

NSS ADVISORY COMMITTEE IN COLLEGE

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| 1. Principal | Chairperson |
| 2. Two staff members with some background of social work | Member(s) |
| 3. One representative of the development department | Member(s) |
| 4. Representative from the adopted village/slum/welfare agency | Member(s) |
| 5. Two NSS student leaders | Member(s) |
| 6. NSS District Co-ordinator | Invitee |
| 7. Programme Officer, NSS | Member Secretary |


PRINCIPAL