

**ರಾ.ಸೇ.ಯೋ ಕಛೇರಿಯ ಕಡತ ದಾಖಲೆಗಳ 4(1)(ಎ)ಗೆ ಸಂಬಂಧಿಸಿದ ಡಿಸೆಂಬರ್ 2017 ರಿಂದ
2023ನೇ ಸಾಲಿನವರೆಗೆ ಕಡತಗಳ ಪಟ್ಟಿಯ ವಿವರವನ್ನು ಸಲ್ಲಿಸುವ ಬಗ್ಗೆ.**

Name: MAHESH M.L

Work Allotment No - 01 and 06

SL No.	File No	File Names	File Opening Date
1.	1.	NSS Programme Officers Annual Meeting File	10.05.1990
2.	2.	NSS Development Fund File and Ledgers	24.01.2003
3.	3.	NSS Establishment File -01	13.11.2006
4.	4.	NSS Xerox File	06.02.2010
5.	5.	NSS Stock Verification File	22.08.2010
6.	6.	Retired NSS Programme Co-Ordinator Personal File	05.06.2010
7.	7.	Retired an Old NSS Office Staff File	16.04.2012
8.	8.	NSS Office General File	12.11.2013
9.	9.	NSS Vehicle diesel File	08.11.2013
10.	10.	University Circular File	05.10.2013
11.	11.	CONSOLIDATED STATEMENT OF POINTS SECURED BY VOLUNTEER IN NSS	09.04.2014
12.	12.	NSS Establishment File -02	04.04.2014
13.	13.	Chartered Accountants, M/s. UMESHA. R. & ASSOCIATES File	04.05.2014
14.	14.	NSS Vehicle repair File	01.04.2015
15.	15.	Kaveri Niravari Nigama File	05.05.2015
16.	16.	NSS Bhavan Constriction File	06.06.2016
17.	17.	Right to Information and Annual report File	05.05.2017
18.	18.	NSS One day Programme File	13.11.2017
19.	19.	NSS Other Program File	12.09.2017
20.	20.	Prof. B.K. Jagadesha File	24.07.2017
21.	21.	High School level Teacher Training Program File	04.01.2018
22.	22.	NSS 50 th Year Celebration File	24.09.2018
23.	23.	State level Youth Festival File	25.10.2018
24.	24.	Audit report File	03.01.2018
25.	25.	Dr. B.R. Amdekar File	29.02.2019
26.	26.	Prof. B.K. Shivanna File	25.05.2019
27.	27.	Purchase of Materials for Museum at NSS Bhavan, UOM	18.03.2020
28.	28.	NSS Programme Co-Ordinator Personal File	07.08.2020
29.	29.	AZADI KA AMRUTH MAHOTSAV (Har Ghar Tiranga) including 14 Programmes File	01.10.2021
30.	30.	TDS Paid File	02.04.2022

Name: Kavya. S

Work Allotment No - 02

SL No.	File No	File Names	File Opening Date
1.	1.	Assit in Volunteers certificate writing	2020
2.	2.	NSS Office Programmes report /camps report -record file	29.04.2021
3.	3.	Issue of TO number & BR number ledger	2020
4.	4.	Assist the All Colleges NSS Special Camp and Regular Activities Bills Verification Work	2021
5.	5.	Service Stamps Register and File	11.04.1985
6.	6.	Samarpan	06.01.2016
7.	7.	Purchase of Equipment File (Printing of Volunteer's Dairy Badges, ID Card, Programme officers Dairy, Badge, Certificate etc.,)	08.03.2017
8.	8.	Other Programme file	13.08.2021

SL No.	File No	File Names	File Opening Date
1.	1.	University NSS Advisory Committee file	29-06-1988
2.	2.	Miscellaneous File	16-11-1996
3.	3.	Special Camping Programme approval & Grants Released to Colleges	05-08-2004
4.	4.	Personal Files of Temporary Employees	09-08-2004
5.	5.	NSS Office Telephone Bills File	26-10-2010
6.	6.	Republic Day pared file	15-09-2011
7.	7.	Maintenance of Staff Attendance File Register	01-04-2015
8.	8.	Temporary Staff Salary Bills File	24-07-2015
9.	9.	DLC correspondence file	22-09-2015
10.	10.	Deputing Programme officers to Youth festival and other camps.	27-11-2015
11.	11.	State Level / National Level NSS Camps Volunteers Deputation File	16-01-2016
12.	12.	All Colleges NSS Units Bank Account information File	01-03-2017
13.	13.	Colleges Special Camp Proposals	25-10-2017
14.	14.	NSS Bhavana KEB bill file	08-02-2018
15.	15.	State / National youth festival	16-07-2021
16.	16.	National Level Camps Programme Files	25-10-2021

SL No.	File No	File Names	File Opening Date
1.	1.	NSS Awards File (University / State / National Level and UKS Award)	21-08-1998 05-05-2016
2.	2.	Swachha Bharath Abhiyana File 5 Villages Adopted	11.10.2017
3.	3.	Volunteers Certificates Issue File and Certificate Verification and Writing Work	2015–16
4.	4.	NSS Office Programmes / Camps Report Record Register	04.09.2017
5.	5.	Half Yearly / Annual NSS Office Activities Report File (Submit to University of Mysore and GOK / GOI	29.11.2011
6.	6.	Drugs File	18.10.2021
7.	7.	Youth Parliament	20.07.2018
8.	8.	48 Adopted village File	14.09.2021
9.	9.	Corporation file	2017
10.	10.	NSS Naac file	2014-15
11.	11.	Blood Donation Camp File	10.07.2015
12.	12.	Stock File (College)	2016
13.	13.	Traditional Monument File	24.07.2018

Sl No.	File No	File Name	Date of Opening file
1.	1.	Maintenance of Sound System and Office Handy cam, Camera	-
2.	2.	Appointment of NSS Officers File	2003-04
3.	3.	Sanction of NSS New Units Finance Units file	24-08-1994
4.	4.	NSS Self Finance Units Correspondence	23-10-2017
5.	5.	Release of Grants by Government File	05-06-2019
6.	6.	Release of Regular Grants to Units towards Regular files	17-09-2005
7.	7.	Statement of Expenditure of office and all Colleges	-
8.	8.	Verification & Maintenance of Colleges NSS Regular Activities Programme NDC Bills	-
9.	9.	TA Bill of Staff and Programme Co-ordinator File	02-01-2014
10.	10.	ICC correspondence File	11-09-2017
11.	11.	Office Computer, Mailing work etc.,	-
12.	12.	Information About Colleges File (Telephone list)	-
13.	13.	Untrained NSS Programme Officers File	01-02-2012
14.	14.	Programme officer Service Certificate Issued File	16-11-2015
15.	15.	Assist to the Colleges Special Camp and Regular Activities Bills Verification work	-
16.	16.	Office Imprest File.	11-11-2010
17.	17.	Purchase of Office Stationery File from UOM	24-03-2018
18.	18.	PFMS	11-04-2018
19.	19.	International day of yoga	15-05-2018

Thanking you,

Yours faithfully,



(Dr. M.B. Suresha)
Programme Co-ordinator, NSS