

**APPLICATION FORM FOR RAISING OF SENIOR WINGNCC SUB UNIT/
JUNIOR WING TROOP
SW**

1. (a) Name of Institution :
- (b) Funded by : State Govt aided
2. Department of Education under whom Functioning :
3. Number of NCC Units/Coys/Troops (if any) :
4. Name of NCC unit to which affiliated (if application) :
5. Nearest NCC unit/Sub Unit (if known) :
6. Number of NCC its/coys/Troops desired :

7. Total number of students in the college/school:-

<u>For Senior Wing</u>	<u>Boys</u>	<u>Girls</u>	<u>Total</u>
10+1/1 st Year
10+2/2 nd Year
3 rd Year
Total

For Junior Wing

8 th Class
9 th Class
10 th Class
Total

8. Name (s) of lecturers (s) Teacher (s) recommended :
Pre-commissioned training in case NCC unit/coy/Troops
Is raised/allotted state educational Qualification and Appt.

Conditions or raising a senior Division NCC Unit/Coy or Junior Division Troop NCC

9. A Unit/Coy/Troop or part there of the senior/junior Division is raised in a College/
Subject to the following conditions:-

- (a) The College/School shall provide from among the members of its staff NCC Officers for the unit/coy/troops at the scale prescribed in peace establishment.
- (b) The Collage/School shall give an undertaking that it can enroll and maintain up to strength of unit /coy/troop or part there of ,which may be allotted to it.

The Collage/School provide for the unit/coy/troop or part there of, which may be Allotted to it a storeroom for the storage of clothing and equipment and an office room for the unit/coy/troop office.
- (d) The College/School shall provide a suitable miniature rifle range or arrange to obtain the use of such a miniature rifle range.
- (e) The College/School shall be in a positive to supplement from its own funds the financialgrants made by the state Govt for the unit/coy/troop or part there of which may be allotted to it.

Provide that the State Government may, in any case, relax wholly or in part the provision of clauge (e) or if it is satisfied that the requisite facilities are provided by school located in the same place the provision of clause (c) and (d).

11. **Declaration by Head of Institution**

(a) I hereby declare that the raising of a troop in my college/school will be subject to the conditions stipulated in rule 3 (in respect of Senior Division) and in rule 4 (in respect of junior Division) of the NCC Act and Rules (Boys) and rule 3 of NCC Act and Rules (Girls Division) and I will not request for withdrawal of NCC before ten years.

(b) I further declare that the college/school will ensure the following:-

- (i) Enrolment of cadets to the maximum required strength and to maintain the same consistently during the training section.

Regular attendance of cadets on parade up to the required percentage by down.

Regular attendance in camps of NCC cadets and NCC Officer (s) of the College/school.

Maintenance of proper discipline of NCC officer and NCC cadets

Safe Guards of ensure NCC cadets of my institution return all NCC stores requirement and clothing issued to them for training before they withdraw/ leave the institution or given up NCC.

- (vi) Accommodation as required for office storeroom and

storage room.

(v) Arrangement for medical examination of cadets will be made.

12. In the event of any unsatisfactory performance as regards the points referred to in para 11 above the NCC unit/coy/troop will be liable to be disbanded or re-allotted/transferred to an other college/school at the decision of the Deputy Director General of NCC.

Place :

(Signature of the Head of Institution)
(Name in block letter)

Date :

Recommendation of the CO unit to which the proposed unit/coy/troop is to be affiliated Confirming that the financial commitments vide SNCCO 1/S/65 have been accepted by the Institution and Sponsoror.

Place :

**COMMANDING OFFICER OF
KERALA GIRLS BN NCC**

Date :

14. Recommendation of the NCC Group Commander

Place :

Date :

15. Specific recommendation of the Deputy Director General of NCC

Converting prospects of response of cadet in take, training facilities radius of action/distance, available of official and domestic accommodation administrative feasibility.

Place :

Signature _____

Date :

(Name in block letter)

16. State Government's/ Sponsor's recommendations.

The financial commitment as laid down in the Model Budget I respect of the State Government/Sponsoror's responsibility is accepted as an ended from time to time.

Signature _____
**(Competent State Govt Official/
Concerned Ministry official/Sponsor or)**

NOTE: In the event of a private institution this commitment will be accepted by the head of the private institution.

CHECK LIST FOR NEW RAISING OR WITHDRAWAL/ RE-ALLOTMENT CASES

(To be filled up specifically in blank column and tick where ever applicable)

1. (a) NAME OF INSTT -
- (b) NAME OF UNIT & GP HQ -
2. WAITING LIST POSITION - JUNIOR/SENT OR (NO)
(If junior, out of turn cert from DDG (Attached/Not Attached)
3. NOC OR SA - Attached/Not Attached

(Name of withdrawing Instt) -
(In case of utilizing cadet strength of SA, Instt -
initial date of S.A period with Name of Instt)
4. STATE GOVT/SPONSOR CONCURRENCE -
(a) PARA 16 FILLED UP - Yes/No
(b) CONCURRENCE ENCL SEPARATELY - Yes/No
(c) In case of with/re-allot case, - (_____/_____/_____)

PROPERRE ORG PLAN - (Attached/Not Attached)
(Completely filled up)
6. FUNDING PATTERN - (Central Govt/Self Fin)
7. NAME OF ANO -
8. STUDENT STR SUFFICIENT -
(In the desired sub-unit)
9. RECOMMENDATIONS COMPLETE - Yes/No
10. PROPERE FORMAT USED - Yes/No
11. UNDERTAKING METNIONED (Para 5 (f) -
(In case of KV OR Self Financing)
12. DESIRED STRENGTH - _____ cadets
(JD/JW/SD/SW)
(Army/Navy/Air)

WILLINGNESS CERTIFICATE

I,
.....

District, do here by express my wiliness to undergo the Pre Commission course at the Women Office Training Academy Gwalior enable me to function an Associate NCC Officer of the Senior Wing.

Place : Signature
Date : Name in Block letter :
Name of the Institution with designation of the deponent

CONTER SIGNED

Place : (Signature/Designation of the Head of the Institution)
Date : (Round Seal)

CERTIFICATE

This is to certify that our NCC (Senior Wing) unit will withdraw within ten year from _____

Place : Signature/Designation of the Head of the Institution
Date :

CERTIFICATE

This is to certify that this institution is prepared to meet all the expenses for running the NCC troop (Senior Wing), if allotted, as this is an unaided institution.

Place :

Signature/Designation of the Head of the Institution

NO OBJECTION CERTIFICATE

I, Principal of NSS College, Nirmankara (Karamana), Trivandrum certify that this Collage has objection to withdraw NCC Company of this Collage due to non- availability of ANO/ Care Taker in this College.

Place :

Date :

APPLICATION FOR APPOINTMENT OF CARE TAKERS

1. Unit (With full address) :
2. Institution :
3. Authorisation & actual strength :

<u>Authorised</u>	<u>Actual</u>
ANO Cadets	ANO Cadets
4. Deficiency of ANO with reasons :
5. Full particulars and date of birth of :
6. Whether qualified for appointed as ANO under NCC Acts & Rules :
7. Whether appeared for final interview Of Dy DG NCC :
8. Proposed date of assuming duty :
9. Availability of pre-commission Training course :
10. Appointment required/granted for The period (Maximum of one year is Admissible) :
11. Extension sought :
12. Remarks (indicate the officer has NCC/Military backgrounds earlier) :

(Signature of Application)

RECOMMENDATION OF HEAD OF INSTITUTION

RECOMMENDED/NOT RECOMMENDED

Proceedings of a : Board of Officers
For the purpose of : Appointment of Caretaker
assembled at : NCC Gp HQ, Thiruvananthapuram
by the order of : Dy DG NCC Dte (k&L) as per DG

NCC letter NO 0162/POL/DGNCC
MD/D dated 10 Apr 92
: 2007

assembled on

Presiding Officer

: (Col AN Rae)
Gp Cmdr,NCC Gp HQ Trivandrum

The board processing assembled pursuant to order proceeds as follows:-

The principalas
Care Taker ANO,_____ is selected as Care Taker ANO till a
permanent ANO is appointed.

SUIT ABILITY CERTIFICATE

I here by certified thatis suitable than others for
Duties of Associate NCC Officer and she is retained in service for a period for more than
.....Years

Place: Trivandrum
Date:

Sign of Principal
Name:

RECOMMENDATION OF COMMANDING OFFICER

Commanding Officer

COUNTERSIGNED BY GROUP COMMANDER

Place: Trivandrum
Date:

WILLINGNESS CERTIFICATE

1. Smtam willing to perform the duties of NCC Officer of Govt V & HSS, Manacadu, Trivandrum, the Junior Wing Coy (Girls) will be allotted functioning with above school.

Station : Trivandrum

Sign:

Date :

Name:.....

COUNTERSIGNED

I here by certify that Smtteacher of this school is volunteer for the Appointment as Associate NCC Officer and she is the permanent.....of this school

Place: Trivandrum

Sign

Date:

Name:

(Office seal of school)

RECOMMENDATION OF COMMANDING OFFICER

Commanding Office

COUNTERSIGNED BY GROUP COMMANDER

Place: Trivandrum

Date:

CERTIFICATE OF PHYSICAL FITNESS PROFORMA

Signature of the Candidate.

1. Dr.after careful personal examinations of the case do
Hereby certify that Smt
.....whose signature is given above is having
The following physical standards.

Height :

Weight :

Chest Normal :

Vision: -

Place:

Date:

Signature:

Name :

Reg.No :

Designation :