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1890/OOT/SDSW/GUIDELINES/PLG

19 Dec 2019

List 'A'

**POLICY GUIDELINES & IMPLEMENTATIONS INSTRUCTIONS ON OUT OF
TURN ALLOTMENT OF NCC (SD/SW) TO INSTITUTIONS ON SELF-FINANCING
BASIS.**

1. Refer Govt of India, Min of Defence sanction letter No 4/7/2019-D(GS-VI) dated 13 Dec 2019.
2. Please find enclosed a copy of Policy Guidelines and Implementation Instruction on the subject for information and necessary action.
3. It is advised that the units start identifying and register the institutions desirous to have NCC for SD/SW under FSFS scheme so that the enrolment commences from 01 Apr 2020 without any delay. The vacancies allotted to each Dte is given in Appx 'A' of the Implementation Instructions.
4. It is further added that FSFS for SD/SW is at no cost to the central Govt and the entire expenditure will be borne by the institutions as the sponsoring agency.


(Piyush Sharma)
Lt Col
GSO-1, Plg(B)

Encl: As stated

Copy to:-

P&F (Coord)

MS (Coord)

Trg (Coord)

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} With enclosures as stated above

IMPLEMENTATION GUIDELINES FOR
FULLY SELF FINANCING SCHEME (FSFS)
FOR SENIOR DIVISION / SENIOR WING WITH ONE LAKH VACANCIES

1. **Background.** The Fully Self Financing Scheme (FSFS) for Junior Division / Junior Wing (JD/JW) was approved vide MoD letter No.1890/OOT/NCCHQ/PLG/561/D(GS-VI) dated 22 Jul 14. However in last five years this scheme has received lukewarm response in the field with barely 1500 cadets enrolled under FSFS till date. Implementation of this scheme within existing authorized strength was the major drawback of this scheme. The essence of existing FSFS scheme for JD/JW is "expansion of NCC at no extra cost to Govt". Now a new FSFS scheme for Senior Division / Senior Wing (SD/SW) has been formulated wherein this essence of earlier FSFS scheme for JD/JW has been retained but an ad hoc sanction of up to 1,00,000 (One Lakh) SD/SW additional vacancies at no extra cost to Govt has been incorporated to make the scheme workable.

2. **Govt Sanction.** The Govt sanction has been obtained vide MoD Letter No 4/7/2019-D(GS-VI) dated 13 Dec 2019 for implementation of FSFS for SD/SW with one lakh additional vacancies. The scheme will be provisionally implemented from 2020-21 with performance review of the scheme in 2022-23. During this review overall viability of the scheme will be assessed in terms of demand, capability of units, additional costs or constraints etc. The salient points of GSL are as given below :-

- (a) To be eligible for the scheme, the institution must have at least 500 students on it's enrolled strength.
- (b) The applicant college will be allotted NCC (SD/SW) out of turn. But the college will retain his position in waiting list for routine allotment as per his seniority.
- (c) The institution will bear the entire expenditure on NCC training in terms of hiring staff, providing infrastructure or uniforms etc. to cadets.
- (d) Besides providing the ANO, the institution will hire at least one Instructional Staff, preferably an ESM, for undertaking the NCC training. If a suitable ESM is not available then a NCC 'C' certificate holder can also be employed.
- (e) For managing SW, the institution will either provide lady ANO or hire a 'C' certificate holder Ex NCC cadet as Girl Cadet Administrator (GCA) on contractual basis as per the requirement over and above an ESM/NCC , ESM 'C' Cert holder.
- (f) The Commanding Officer of NCC unit will be responsible to advise on hiring instructional staff, training infrastructure requirements and audit the training of institution.
- (g) Group Commander will be the sanctioning authority for all out of turn allotments under this scheme.
- (h) Applications received shall be disposed off within 3 months. For this purpose a separate register will be maintained in Group Headquarters.

3. **Distribution of One Lakh Vacancies.** It's difficult to assess the potential demand for this scheme in the environment. Therefore, the DG NCC has decided to allot 70% vacancies to all 17 Dtes on pro rata basis as per their existing strength. Remaining 30% vacancies will be allotted to the Dtes which place demand for additional vacancies. If this demand exceeds 30,000 cadets then shortfalls will be shared proportionately from unutilized allocation. The allotment of 70,000 vacancies to 17 Dtes is attached as **Appendix 'A'**. Since, these vacancies have to be utilized within existing resources we have to ensure that no unit or a Gp HQ is burdened excessively. To achieve this, while allotting these additional vacancies, following guidelines are to be adhered to:-

(a) Not more than 2400 vacancies will be allotted under any Gp HQ. Not more than 800/320 vacancies will be allotted to a Major/ Minor unit.

(b) Depending upon the actual demand in a institution, the allotted strength can be either 160 or 80 vacancies.

(c) The Gp HQ will incorporate these vacancies for planning all training activities like camp trg, firing etc.

(d) Preference will be given to Schools/Colleges located in tribal areas/LWE areas/Border areas/Backward areas and rural areas. Besides this, preference will also be given to small towns, Panchayat, Municipality having a population less than 20000.

4. **Allotment Procedure.** Any college willing to opt for "FSFS" may apply to nearest NCC unit. In case of any doubt, the institutions can also approach the Gp HQ who will advise them as to where the institution has to apply. In case the demand exceeds the available vacancies with the Gp HQ or unit, then Gp HQs will prepare a full seniority list of all "FSFS Applicants". The Gp HQ will forward the waiting list of these "FSFS Applicants" to Dte. The Dte can cross allocate the vacancies, to meet the waiting list but without exceeding the limits laid down of max 2400 vacancies per Gp HQ. Every applicant will go through following procedure:-

(a) The college registers by submitting the application in prescribed format.

(b) The CO of the NCC unit will ascertain that the institution meets prescribed criteria and informs the Gp HQ.

(c) The Group Commander will check the inputs of CO, and approve the out of turn allotment of NCC under "FSFS".

(d) Each college will be allotted preferably one full Coy strength (160 Cdts). But depending upon prevailing demand and/or existing vacancies, the Gp HQ may also allot half Coy strength i.e 80 vacancies.

5. **Conduct of Training.** The college will nominate a permanent employee of the institution as an Associated NCC Officer (ANO). Each college will hire one PI staff for training who preferably will be an ESM or, in the absence of a suitable ESM, a NCC 'C' certificate holder. To achieve cost efficiency, the hiring of PI staff can be done on

contractual basis. For SW trg, the college will in addition to an ESM either use lady ANO or employ a 'C' certificate holder GCA to assist in trg activities. Other salient points are as follows:-

- (a) Entire institutional training is to be conducted by ESM, GCA/BCA & ANO hired by the concerned institution.
 - (b) The college will finance the entire training expenses.
 - (c) The Associated NCC officer (ANO) would coordinate training and other NCC activities with the CO of the Unit.
 - (d) The teacher nominated as ANO will undergo training at OTA Gwalior/Kamptee during the scheduled PRCN and refresher courses as per policy in vogue and cost of such trg would be borne by the institutions.
 - (e) PI orientation of ESM/ 'C' Certificate holder by the Group Commander.
 - (f) **Camp Training.** The college shall provide the required number of cadets as per the Camp training schedule of the Unit and ensure availability of ANO and ESM/GCA/BCA as well.
 - (g) **Weapon Training.** Commanding Officer will ensure that training on small arms is imparted by the NCC unit's PI staff only.
 - (h) The institutions shall assist the unit for conduct of 'B' & 'C' certificate examinations at the end of the session
 - (j) The QRs for hiring the ESM/GCA/BCA is attached at **Appendix 'B'**.
6. **Annual Expenditure.** The college will be required to meet all the expenditure incurred towards training of cadets, hiring of ESM/GCA/BCA, honorarium/allowances of ANO, cost of uniform, uniform allowances etc. As per the current estimates, the per cadet expenditure to college is about Rs. 9000 to Rs 12000/- per annum. NCC bears no responsibility towards payment of salaries/allowances to hired staff, uniform and camp training for cadets etc. The Institution has to cater for the expenditure under the following three heads:-

- (a) Salaries and allowances for staff and expenditure/allowances to cadets.
- (b) **Camp Training.** The college is to deposit expenditure towards messing, incidental and POL for 10 days camp for the cadets ESM/GCA/BCA and ANO by draft to the Camp Commandant.
- (c) **Uniform and Accouterments.** The likely expenditure towards uniforms and accouterments today is (approx.) Rs 2200/- per cadet. The college is to ascertain the total cost for it's cadets from the unit and deposit by MRO indicating the number of cadets for which amount is deposited. The State Dte will claim the uniform from HQ DGNCC and release it to the unit for issue.

7. Audit of Institutions. The Gp HQ will carry out the audit of all FSFS Institutions after one year of allotment and check them as per the existing laid down norms. Failure to meet any of the conditions as stipulated above may result in withdrawal of NCC from the institution. Subsequently, regular audit of all FSFS institutions will be carried every 3-4 years, akin to other institutions with regular NCC. The suspension and withdrawal, if required, will be carried out strictly as per the existing procedures.

8. This has the approval of DG NCC.



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Appendix 'A'

(refer para 3)

DISTRIBUTION OF ADDL FSFS VACANCIES TO THE DTES

	<u>Auth SD/SW</u>	<u>Total Enrolled</u>	<u>Additional FSFS SD/SW Vac</u>	<u>Str</u>
AP&T	45560	42795	6000	6000
B&J	38848	37127	4000	4000
DELHI	10880	10673	3000	3040
GUJ,DD&DNH	25270	22454	3000	2880
J&K	8280	8047	1000	960
K&G	35162	33035	5200	5120
K & L	27770	27474	4200	4160
MP & CG	35095	33567	4500	4480
MAH	37289	34993	5000	4960
NER	25810	24696	2000	1920
ODISHA	13727	12699	2000	2080
P,H,HP&C	41870	41176	6000	6240
RAJ	18056	17024	2500	2560
TN, P & AN	31156	29878	5300	5440
UP	81396	78561	11000	11040
UK	15408	15033	2000	1920
WB & S	35965	34479	3300	3200
Total	527542	503711	70000	70000

Note :- Out of the increased 1,00,000 cadet str, a str of 30,000 cadets have been kept as reserve with HQ DGNCC for future allocation based on demand.

Appendix 'B'

(refer para 5(h))

QUALITATIVE REQUIREMENTS FOR EMPLOYING ESM/GCA/BCA

1. Should preferably be an ESM.
OR
A graduate ex-NCC cadet with 'C' Certificate (preferably with 'A' grading but not below 'B')
2. Should be medically and physically fit.
3. Should have had immaculate disciplinary record while in service/in NCC as applicable.
4. Preferably be from local area to derive advantages in language and administration.
5. Would be interviewed by Group Commander before final selection.
6. If ESM, additionally:-
 - (a) Preferably should have served in NCC or have done instructor course on one of the weapon, drill course.
 - (b) Preferably should have superannuated in the past 3 years.