

**SURYADATTA EDUCATION FOUNDATION'S  
SURYADATTA INSTITUTE OF HEALTH SCIENCES  
COLLEGE OF PHYSIOTHERAPY  
BAVDHAN, PUNE-411021**

Date: 13/01/2024

**National Service Scheme Standard Operating Procedure**

**AY 2025-26**

Under the umbrella of Corporate Social Responsibilities Suryadatta Group of Institutes conducts various activities with the agenda of expressing their gratitude towards the community. The purpose of having NSS unit in SEF's Suryadatta institute of Health Sciences college of Physiotherapy is to create have an extension of this agenda by creating social awareness amongst students and to sensitize students about the ways in which their knowledge and skills could be helpful to the society

**• Formation of NSS Units**

All students who have been admitted in SEF's Suryadatta Institute of Health Sciences College of Physiotherapy have been registered as NSS unit and NSS volunteer in MUHS, Nashik. College has applied in MUHS for NSS unit registration number

**• Roles and Responsibilities of committee members**

- 1. Chairman:** To look after the implementation, and execution of the planned activity. To make sure that the activities are carried out in the given timeframe with proper documentation of the activities.
- 2. NSS Program officer:** To plan and implement NSS programs under the guidance of the chairman of the committee. To motivate and guide students about implementing the activities. To ensure the quality of activities carried out under NSS.
- 3. Student Representatives:** To plan and implement the NSS activities. To motivate other students to participate in the activities. To connect with the community and carry out social responsibilities. To document the activity along with written

**• Planning & Scheduling Activities**

In accordance with the domains that fall under NSS activities, awareness programs, camps, visits will be decided. the committee shall have a meeting and will plan and schedule the activities taking the academic calendar into consideration while doing so.

**• Domains under NSS:**

- 1. Health awareness camps:** Educating the society about prevention, and precautions which can be undertaken about health issues. Lifestyle modifications, promoting healthy behaviours in the community can be undertaken under this domain. These activities could be conducted in collaboration with the other Suryadatta institutes, Rotaract Club activities, local community groups like ganeshotsav mandals, with the help of local corporator
- 2. Environmental awareness:** Creating awareness about having green environment. Sensitizing about the importance of adopting sustainable environment and actively participate in protecting the

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environment. These activities could be undertaken along with Municipal Corporation activities under Swachha Bharat Abhiyan, NGOs which work for creating environmental awareness.

- 3. Orphanage and old age home visits:** With the intention of utilizing the knowledge and skills of students visits to orphanages and old age homes and carrying out recreational activities for their residents activities could be carried out under this domain of NSS.
- 4. Social issue awareness:** Creating safe and healthy environment which has inculcation of gender equality is the aim of conducting activities under this domain of NSS. Activities such as gender sensitization, promoting social responsibility and community engagement encouragement could be undertaken under this domain of NSS.
- 5. National celebrations:** Promoting unity and inculcating national responsibility is the purpose of having activities under this domain.
- 6. Sports Postings:** Rendering free physiotherapy services to various sports players participating in campaigns through collaboration with organizing committees as a joint venture along with sports committee

• **Execution of Activities**

As per the nature of the activities, faculty members will identify the NGOs or groups to be contacted for conduction of the activities.

Also the NGOs or groups can also contact the institute for collaboration while conducting activities.

After the initial planning of activity along with the concerned authorities from respective domain faculties will conduct a meeting along with students representatives and plan the activity in detail as per the requirement of the particular activity.

The activity once planned will be presented to chairman of the committee and approval will be taken from the chairman.

Student representative will further communicate the information shared in the meeting to students participating in the activity.

• **Monitoring & Reporting**

The findings received from the Camps/ Awareness lectures will be documented in appropriate format along with attendance for the particular activity for analysis of the findings.

For reporting purpose geo-tagged photos along with feedback will be documented.

• **End-of-Year Report Submission**

At the end of every academic year a comprehensive report shall be prepared and shared on the website as well as documented in the NSS activity file.



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