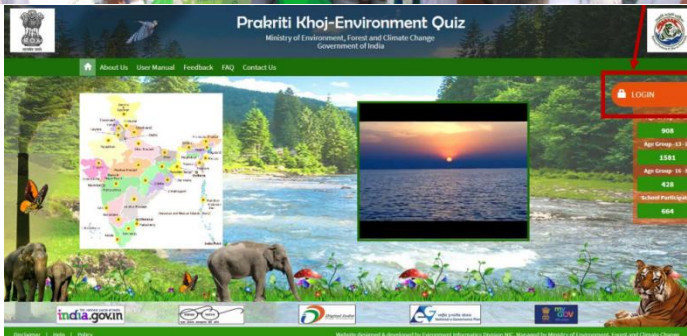




# Guidelines for Environment Education, Awareness and Training Scheme (2017-2020)



Government of India  
Ministry of Environment, Forest and Climate Change  
Indira Paryavaran Bhawan  
New Delhi 110 003

[www.moef.nic.in](http://www.moef.nic.in)

## Index

<b>S.No.</b>	<b>Particular</b>	<b>Page No.</b>
1.	Background	3
2.	Programmes <ul style="list-style-type: none"><li>• National Green Corps “Ecoclub” Programme</li><li>• National Nature Camping Programme</li><li>• Capacity Building Programme</li></ul>	3-7
3.	Budget Provision	7
4.	Monitoring mechanism	8
5.	Expected Outcomes	8
6.	Year-wise Targets	8
7.	Organisational Structure	9
8.	List of State Nodal Agency (Annexure A)	10-14
9.	Proformas for financial assistance (Annexure B)	15
10.	Thematic Calendar (Annexure C)	16
11.	Proforma for Utilisation certificate and activity report (Annexure D, E and F )	17-20

## 1.1 Background:

Environment Education, Awareness and Training (EEAT) is central sector scheme of the Ministry of Environment, Forest and Climate Change (MoEF&CC) launched during financial year 1983-84. The scheme aims:

- To **promote** environmental awareness among all sections of society.
- To **spread environment education**.
- To mobilize **student's participation** for environment conservation.

Keeping in view of the enormous potential of the scheme and success obtained in the implementation of the said scheme since its implementation, the Ministry has continued the scheme from 2017-2020.

The EEAT scheme comprises of three programmes namely 1) National Green Corps "Eco-club" programme 2) National Nature Camping programme and 3) Capacity Building Activities.

## 1.2 Programmes:

### I. **National Green Corps (NGC) "Eco-club" programme:**

---

The programme aims at creating awareness among school and college students for environmental conservation and sustainable development across the country. It also aims to sensitise and nurture students on nature conservation leading towards positive environmental actions at different levels. Students of schools and colleges across the country are eligible to participate in the programme.

#### **Administrative Setup:**

The programme is implemented through identified state nodal agencies (SNAs) across the country. List of SNAs is enclosed at **Annexure A**.

The Eco-club in school and college will be headed by the Principal or their nominee. The structure should include the Eco-club Coordinator and Eco-club Monitor in each class. Where the schools have such institutional structure, those schools and colleges may also be designated as "Eco-club with its school/college name" as the suffix.

A financial assistance of Rs 5,000/- per school and college will be provided under this programme. The ceiling limit of 250 schools per district and 100 colleges per state has been kept. For the district level monitoring financial assistance of Rs 25,000/- per district and 5 % of the administrative charges is provided to State Nodal Agencies (SNAs). SNA will submit the proposal in the prescribed proforma at **Annexure B**.

National Steering committee under the chairmanship of Additional Secretary/Special Secretary in-charge of scheme would guide and monitor the implementation of programme, which will meet atleast once a year. At the state and district level there will be State Steering committee and District Steering Committee respectively to monitor the programme. Apart

from that, there will be National level meet/workshop with SNAs to review the activities under the programme.

**Composition of National Steering Committee:**

1.	Additional Secretary/Special Secretary, MoEF&CC	Chairman
2.	Joint Secretary (IFD) /Deputy Secretary (IFD) MoEFCC	Member
3.	Joint Secretary / Advisor (EE), MoEF&CC	Member
4.	Joint Secretary, Ministry of Human Resources Development, Delhi	Member
5.	Chairman, NCERT or nominee	Member
6.	Chairman, CBSE or nominee	Member
7.	Representatives of Four state nodal agency on rotation basis for two/three years representing four regions	Member
8.	Director/Joint Director (EE), MoEF&CC	Member Secretary

**Composition of the State Steering committee**

1	Principal Secretary, Environment & Forests (Or an Officer of equivalent rank)	Chairman
2	Principal Secretaries or their representatives from State Departments of Education	Co-Chairman
3	Principal Chief Conservator of Forests/Environment	Member
5	State Nodal Officer of concerned SNA	Member Secretary

**District Monitoring Committee:**

1	District Collector / District Magistrate	Chairman
2	Deputy Conservator of Forests or representative	Member
3	Officer from concerned SNAs/District Health Officer	Member
4	District Education officer	Member Secretary

**Activities to be undertaken by students:**

- a) Awareness on solid waste management through waste segregation (biodegradable and non-biodegradable) and on concept of 4Rs i.e. 'Reduce, Reuse, Recycle and Recover' amongst students through establishing 2-Bins in schools– (1) Blue Bin for dry waste like Paper waste, Glass waste, E-waste and (2) Green Bin for wet waste.
- b) Celebration of important environmental days in schools such as World Environment Day, World Wetland Day, Earth Day, etc. by organising debates, quiz, slogan competitions, drawing/poster competitions etc, on the related theme. List is at **Annexure C**.
- c) Plantation drives in and around the school campus, organised in the district/locality, preferably during the monsoon season.
- d) Cleanliness drives to be conducted twice a year i.e. October and December (preferably post examination period during October & December holidays).

The students would also participate in “**Prakriti Khoj**” – online Environment Quiz which is a fun filled interactive learning mode for triggering a sense of awareness towards environment protection and conservation. A separate webportal [www.pkeq.nic.in](http://www.pkeq.nic.in) containing information on the quiz has been developed by Ministry. Dates of the quiz will be updated on the Prakriti Khoj portal as well as Ministry's website.

**Release of funds:**

Ministry transfers funds to SNAs using electronic payment system by RTGS (real time gross settlement) and NEFT (National Electronic Funds Transfer). Thereafter SNA pay the amount to schools/colleges through bank account transfer and no cash payment is made keeping in view the Direct Benefit Transfer scheme. The release of funds to Ecoclubs through SNAs may continue during FY 2017-18. Further from FY 2018-19 onwards, a transition to Direct transfer to schools on the lines of scholarship portal to be initiated.

Proforma for activity report including photographs, Utilisation Certificate (UC) and Expenditure statement (ES) under the programme is enclosed at **Annexure D**. Release of grants would depend on up to date uploading of Reports, ES and UCs.

## II. National Nature Camping Programme (NNCP)

---

The 'Nature experience' to children and teachers has huge potential to trigger the sensitivity towards nature appreciation and conservation, leading to positive environmental actions at different levels.

Under this programme field visits (nature camps) will be organised in different protected areas/ Nature parks/Tiger Reserves of the country for 3 days to create awareness amongst school/college students on environment and nature. The programme aims to provide students an opportunity to learn about natural resources, ecosystem services and the importance of the area by involving them in activities such as:

- 'Apna Paryavaran Janiye' (Know your Environment) by preparing small checklist of flora and fauna seen/spotted by them in the nature trail,
- Bird watching,
- Trekking,
- Green Pledges,
- Group Discussion involving record/sharing of experiences and
- Other nature based activities.

The programme is to be implemented through SNAs. SNA shall submit the proposal in the prescribed proforma at **Annexure B**. A financial assistance not exceeding Rs. 2000/- (Rs. two thousand only) per student for a camp of 3 days duration with a ceiling of twenty camps per state will be provided. The maximum assistance in a year would be upto Rs 20 lakh for twenty camps each of 50 students in a state. The cost would include:

- Transport
- Stay at Camp/Accommodation
- Food
- Camping Kit for 50 students per school (Back Pack, Water Bottles, Sketch Pad & Pen, Pencil Light, Hiking Shoes, etc),
- Medical Aid-on-site, etc.
- Group Insurance for students
- Honorarium for Guides

Venue of the nature camps: Protected area (Wildlife Sanctuaries, National Parks, Nature parks and Zoos)

Camp schedule should include arrival and departure time, schedule of camp activities, food timings, leisure breaks.

Activity Report including photographs, Utilisation Certificate and Expenditure statement to be provided by SNAs to the Ministry is attached at **Annexure E**. The same to be uploaded on the website.

### **(C) Capacity Building Activities**

---

The objective of this programme is to support capacity building activities and to impart skills to students (schools and colleges) and teachers of Eco-club on various thematic areas like:

- Bio-diversity conservation,
- Waste Management and concept of 4Rs – Reduce, Reuse, Recycle & Recover;
- 17 Sustainable Development Goals,
- Climate Change related issues with focus on Adaptation and Mitigation
- Control of pollution
- Any other related theme

#### **Training module for students of schools and colleges and teachers :**

- The training period shall comprise from half a day to two days programme.
- The training shall be provided on above themes that shall be tailor made for each of the target groups.
- Training of trainers shall be undertaken so that trained teachers can further undertake training and skill development in area of environment in their respective areas.
- Eminent experts shall be identified who shall be invited by SNAs to deliver lectures/train the target groups .
- List of best practises shall be compiled and shall be provided to SNAs for further dissemination.
- Handouts/fliers/pamphlets/posters shall be prepared and widely distributed.

The number of participations in one training programme would not exceed 100 participants (students and teachers). SNA shall submit the proposal in the prescribed proforma at **Annexure B**. A detailed list of venue where training is to be conducted shall be identified and provided to each of SNAs.

A financial assistance to a maximum of Rs 5 lakh (five lakh) only per SNA in each state would be provided. A total allocation of Rs 1 crore (5 lakhs x 20 events/year) has been earmarked for capacity building activities. The costs include preparation of Training Module.

Activity Report including photographs, Utilisation Certificate and Expenditure statement to be provided by SNAs to the Ministry is attached at **Annexure E**. The same would be uploaded on the website.

### 1.3 Budget Provisions:

The funds earmarked for the above three programme for 2017-2020 is detailed below:

S.No.	Programme	2017-18	2018-19	2019-20	Total
a	NGC	30 cr	40 cr	50 cr	120 cr
b	NNCP	5 cr	5 cr	5 cr	15 cr
c	Capacity Building Activities	1 cr	1 cr	1 cr	3 cr

### 1.4 Monitoring mechanism:

- Monitoring visits by Regional Offices of Ministry / Authorities of Ministry.
- Periodic visits by Monitoring and Coordination cell under EEAT scheme constituted in the Ministry.
- Reporting format is enclosed at **Annexure F**.

### 1.5 Expected Outcomes

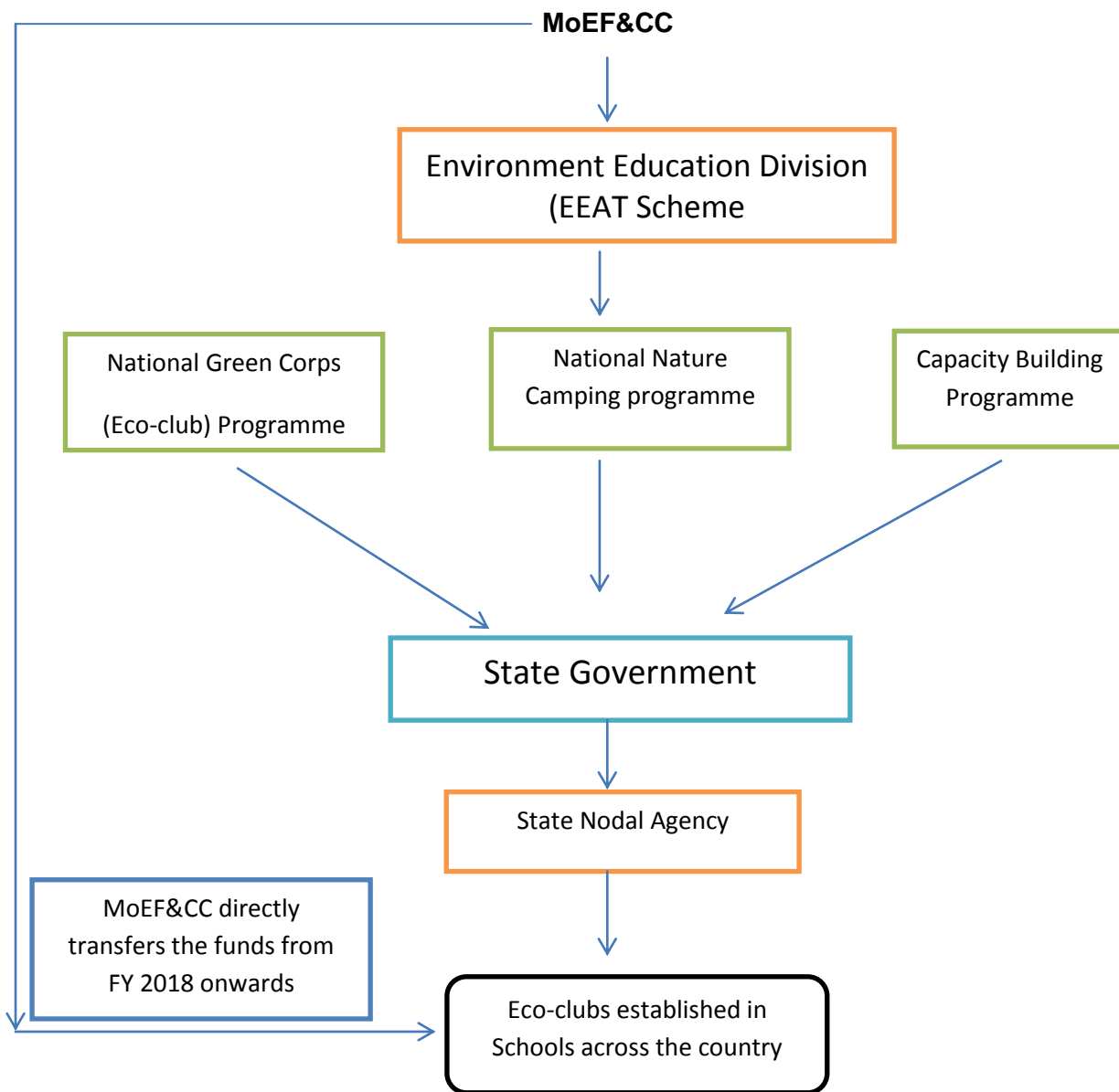
- ✓ Sensitization of students (schools as well as college) on various environmental issues.
- ✓ Promoting environmentally sustainable practices.
- ✓ Creating environment awareness among masses.
- ✓ Engagement of target groups in environment friendly action and thereby inculcation of proper attitudes towards the environment and its conservation through community interactions.

### 1.6 Targets under the programme

Components	Year 1 (2017-18)	Year 2 (2018-19)	Year 3 (2019-20)
National Green Corps (Ecoclubs)	Approx. <b>1 lakh schools / colleges</b> involved in celebration of environment days, cleanliness drives, waste segregation activities and plantation drives.	Approx. <b>1.15 lakh schools / colleges</b> involved in celebration of environment days, cleanliness drives, waste segregation activities and plantation drives.	Approx. <b>1.25 lakh schools / colleges</b> involved in celebration of environment days, cleanliness drives, waste segregation activities and plantation drives.
Capacity building programme	20 training programme for teachers and students on various thematic area of Ministry.	20 training programme for teachers and students on various thematic area of Ministry.	20 training programme for teachers and students on various thematic area of Ministry.
NNCP	Approx. 500 nature camps to be conducted involving 25,000 students	Approx. 500 nature camps to be conducted involving 25,000 students	Approx. 500 nature camps to be conducted involving 25,000 students



## 1.7 Organisational Structure



**List of State Nodal Agencies to conduct Ecoclub programme, NNCP and Capacity Building activities**

S.No.	States	Contact details
1.	Andhra Pradesh	Director A. P National Green Corps Government of Andhra Pradesh Environment, Forest Science and Technology Department Flat No 101, 1st Floor Fortune's Brundavan-B Building Behind Agriculture Administrative office Reddy Palem, Guntur 522 509
2.	Andaman and Nicobar Islands	SNA being constituted by UT Government
3.	Arunachal Pradesh	Member Secretary Department of Environment and Forests, Government of Arunachal Pradesh PCCF's office, "Zero Point" Tiniali, Itanagar- 791111. Arunachal Pradesh
4.	Assam	Director Assam Science, Technology and Environment Council (ASTECC) Department of Science and Technology Government of Assam G.S. Road , Guwahati- 781005.
5.	Bihar	Member Secretary Bihar State Pollution Control Board Parivesh Bhawan, N.S.B-2, Patliputra Industrial Area Sdakat Ashram, Patna 800010 Bihar
6.	Chandigarh	Director Environment Department of Environment Chandigarh Administration 3rd Floor, Paryavaran Bhawan Sector 19-B, Madhya Marg Chandigarh
7.	Chhattisgarh	Member Secretary Chhattisgarh Environment Conservation Board (CECB), Paryavas Bhavan, North Block Sector-19, Naya Raipur (C.G.) 492002 Chhattisgarh
8.	Dadra and Nagar Haveli	SNA being constituted by UT Government

9.	Daman and Diu	SNA being constituted by UT Government
10.	Delhi	Senior Scientific Officer Department of Environment Government of NCT Delhi Room No. C-610, Level-6, C-Wing, Delhi Secretariat, I.P Estate New Delhi-02
11.	Goa	Member Secretary Goa State Council of Science & Technology Department of Science, Technology & Environment Opp. Saligac Seminary, Saligao, Barcez Goa – 408511
12.	Gujarat	Director, Gujarat Ecological Education and Research Foundation (GEER), Near Indrora park, Sector - 9, Gandhi Nagar, Gujarat – 382009
13.	Haryana	Member Secretary Haryana state Pollution Control Board, C-11, Sector-6. Panchkula-134109, Haryana
14.	Himachal Pradesh	Member Secretary State Council for Science, Technology And Environment B-34, SDA Complex Kasumpti, Shimla, Himachal Pradesh-171009
15.	Jammu & Kashmir	Member Secretary, J & K Pollution Control Board Rajbagh, Bhilawad Silk Factory Srinagar, Jammu & Kashmir,
16.	Jharkhand	Member Secretary Jharkhand State Pollution Control Board T A division building H.E.C. Dhurwa Ranchi, 834004 Jharkhand
17.	Karnataka	Director General Environmental Management & Policy Research Institute HasiruBhawan, Doresanipalya, Forest Campus, Vinayaka Nagar Circle, J.P. Nagar, 5th Phase, Bengaluru-560078, Karnataka
18.	Kerala	Scientific Officer, Kerala State Council For Science, Technology & Environment (KSCSTE) Sasthra Bhawan, Pattom Thiruvananthapuram -04 Kerala

19.	Lakshadweep	SNA being constituted by UT Government
20.	Madhya Pradesh	Scientific Officer Environment Protection and Coordination Organization - EPCO Bhopal (Housing Envtdpt), Parayavaran Parisar, E-5 sector, Arera Colony, Bhopal – 462016, Madhya Pradesh
21.	Maharashtra	Add. PCCF(Hq), Directorate of Social Forestry Maharashtra Ekatmik Padik Jamin Vikas Yantrana Central Administrative Building Ground Floor, Pune- 411001
22.	Manipur	Member Secretary Manipur Pollution Control Board, Lamphelpat, Imphal West – 795004. Manipur
23.	Meghalaya	Chief Conservator of Forests (HQ) Department of Forests & Environment Govt of Meghalaya Sylvan House, Lachumere Shillong – 793001. Meghalaya
24.	Mizoram	Member Secretary Mizoram Pollution Control Board, MG Road, Aizawl-796001. Mizoram
25.	Nagaland	Member Secretary Nagaland Pollution Control Board, Signal Point, Dimapur, Nagaland
26.	Odisha	Director Centre for Environmental Studies Forests & Environmental Department Govt. of Orissa, N-1/247 I. R. C. Village Bhubaneswar-15 Orissa
27.	Punjab	Director (Environment), Punjab State Council for Science and Technology Near Scared Heart School, Sector - 26 Chandigarh-160019
28.	Puducherry	Member Secretary Puducherry Council for Science & Technology Deptt of Science, Technology & Environment III Floor, Anna Nagar, PHB Building, Puducherry. 605005
29.	Rajasthan	State Secretary, Rajasthan State Bharat Scout & Guide,

		State Headquarters, JLN Marg, Bajaj Nagar, Jaipur-302015 Rajasthan
30.	Sikkim	Additional Director (Planning/ Environment & Soil Conservation) Forest, Environment & Wildlife Management Department Government of Sikkim Deorali, Gangtok 737102
31.	Tamil Nadu	Member Secretary Environment Management Agency of Tamil Nadu, Department of Environment. Ground Floor, Panagal Buildings 1, Jeenis Road, Saidapet Chennai - 600 015
32.	Telangana	Director Telangana NGC Telangana State Pollution Control Board Central Lab, ParyavaranaBhavan, A-3, I.E., Sanathnagar Hyderabad 500 018
33.	Tripura	Chairman Tripura State Pollution Control Board, Tripura (W), Agartala - 799001, Tripura
34.	Uttar Pradesh	Director Directorate of Environment VineetKhand-I, Gomti Nagar Lucknow Uttar Pradesh
35.	Uttarakhand	State Project Director Uttarakhand Sabhi ke liye Shiksha Parishad State Project Office, SSA Nanookherha, Tapowan Marg Dehradun
36.	West Bengal	Member Secretary Department of Environment West Bengal Pollution Control Board (WBSPCB), Paribesh Bhawan, 10A Block-L.A. Sector III, Bidhan Nagar, Kolkata 700 098

**A. Application proforma for National Green Corps “Ecoclub” programme**

<b>S. No.</b>	<b>Particular</b>	<b>Amount in Rupees</b>
a.1	Financial assistance to Eco-Clubs in <b>schools</b> @ Rs.5000/- per Eco-club with the ceiling of 250 Eco-clubs per District  Attach the list of schools with complete address, name of principal, coordinator, contact details, phone no's etc.	
a.2	Financial assistance to Eco-Clubs in <b>colleges</b> @ Rs.5000/- per Eco-club with the ceiling of 100colleges in state  Attach the list of colleges with complete address, name of principal, coordinator, contact details, phone no's etc.	
b.	Financial assistance for strengthening the implementation and monitoring at district level @ Rs.25,000/- per district	
c.	5% Administrative charges of the total releases to Eco-clubs (a) and district level monitoring (b)	
	<b>Total</b>	

Certified that the information provided above is correct to the best of my knowledge and I undertake responsibility for utilization of fund, if proposal approved, for the purpose claimed in the application

(Signature of the Head of Institution/Organisation)

Name and Designation with seal

Date:  
Place:

**B. Application Form for Grants-in-Aid for National Nature Camping Programme for Ecoclub School Children**

<b>S.NO.</b>	<b>Particular</b>	
1)	Name of the Organisation/institution	
2)	Name and Designation of the Head of the Organisation	
3)	Name of Campsite	
4)	No. of schools for nature camping	
5)	Name and address of beneficiary school	
6)	Details of Camp personnel	

7)	Details of Camp Programme Schedule (Dates for nature camps)	
8)	Financial assistance requested from MoEFCC for NNCP (with detailed Budget Break up) Ministry provides financial assistance not exceeding Rs. 20 lakhs for 20 nature camps	

Certified that the information provided above is correct to the best of my knowledge and I undertake responsibility for utilization of fund, if proposal approved, for the purpose claimed in the application

(Signature of the Head of Institution/Organisation)

Name and Designation with seal

Date:  
Place:

**C. Application Form for Grants-in-Aid for “Capacity Building activities” for Ecoclub School Children**

S.NO.	Particular	
1)	Name of the Organisation/institution	
2)	Name and Designation of the Head of the Organisation	
3)	Name and address of beneficiary school to which training will be provided	
4)	Capacity (not exceeding 30 participants)	
5)	Dates of event	
6)	Venue	
7)	Theme	
8)	Expected duration	
9)	Details of Resource persons and main support group	
10)	Details of implementation plan of training along with module	
11)	Details about the provision of Toolkits	
12)	Proposed activities	
13)	Key outcomes: (Please attach brief explanatory	

	note)	
14)	Financial assistance for Capacity Building activities The Ministry provide financial assistance not exceeding Rs. 5 lakhs.	

Certified that the information provided above is correct to the best of my knowledge and I undertake responsibility for utilization of fund, if proposal approved, for the purpose claimed in the application

(Signature of the Head of Institution/Organisation)

Name and Designation with seal

Date:  
Place:



## Thematic Annual Calendar

Month	Themes
January	Awareness on clean technology
February	Awareness on Water Conservation and Celebration of Wetland Day
March	Awareness on Forest Conservation and celebration of Water Day and International Day of Forests and the Tree
April	Energy Audit and Celebration of Earth Day
May	Biodiversity Conservation and Celebration of International Day for Biological Diversity
June	Awareness on Combating Desertification and Celebration of World Environment Day
July	Massive Tree plantation / greening neighbourhood
August	Cleanliness drive
September	Awareness on preservation of ozone and celebration of International Day for the Preservation of the Ozone Layer
October	Waste Management
November	Awareness on Protection and Conservation of Wildlife
December	Awareness on control of pollution

**Success indicator:**

S.No.	Outcomes	Measurable indicator
1.	Promoting environmentally sustainable practices.	<ul style="list-style-type: none"> <li>▪ Practising 4 Rs Reuse, Reduce, Recycle and Recover</li> <li>▪ Organising Cleanliness drives</li> <li>▪ Practicing Composting etc.</li> </ul>
2.	Sensitization of students (schools as well as college) on various environmental issues.	<ul style="list-style-type: none"> <li>▪ Celebration of environment days including observance of Swachhta pakhwada fortnight</li> <li>▪ Organising debates, Quiz, Drawing completions in schools</li> <li>▪</li> </ul>
3.	Creating environment awareness among masses.	<ul style="list-style-type: none"> <li>▪ Conduct of training/seminars/workshops programmes</li> <li>▪ Participation in Science Express train.</li> </ul>
4.	Engagement of target groups in environment friendly action and thereby inculcation of proper attitudes towards the environment and its conservation through community interactions.	<ul style="list-style-type: none"> <li>▪ Capacity building programmes</li> <li>▪ Experience to nature through conduct of nature camps in Protected areas, National Parks, Zoos etc.</li> </ul>

**A. Proforma for consolidated Utilisation Certificate to be submitted by SNA****[duly attested by Chartered Accountant]****(From ..... to .....)**

<b>S.No.</b>	<b>Particular</b>	
1	Title of the project /scheme	
2	Name of organisation	
3	Principal Investigator	
4	Letter and date of sanction letter	
5	Amount brought forward from previous FY	
6	Amount received from Ministry	
7	Total amount available for expenditure	
8	Actual Expenditure	
9	Unspent balance	
10	Interest accrued during the period	

Certified that the expenditure of Rs.....(in words) was actually incurred for the said purpose for which it was sanctioned.

Sign of PI

Sign of Registrar

Sign of Head of  
organisation**B. Utilisation Certificate and Physical Report for Eco-clubs**

<b>S. No.</b>	<b>Particular</b>	
1.	State	
2.	District	
3.	Name of School/ college	
4.	Address of School/ college	
5.	Name of Nodal Officer	
6.	Contact details Mobile/Tel NO.	
7.	Total no. of volunteers involved in the programme	<ul style="list-style-type: none"> <li>• School Children <input type="text"/></li> </ul>
8.	Types of activities and awareness campaigns undertaken  (attach photographs)	<ul style="list-style-type: none"> <li>• No. of saplings planted</li> <li>• No. of sites of waste Segregation in schools</li> <li>• Cleanliness drives</li> <li>• Slogans competitions/debated held</li> <li>• Celebration of important Environment Days</li> </ul>

9.	Amount received	Rs.....(in words)
10.	Mode of receipt of grant (Rs 5000/-)	
11.	Remarks if any	

Certified that the amount of Rs 5000/- released under NGC "Ecoclub" programme to this school/college has been fully utilized for the purpose for which it has been sanctioned.

Name and Signature  
of Eco-club Coordinator of School/College  
with stamp

Proforma for Expenditure statement

S.No.	Particular	Amount (Rs )	Expenditure incurred
1	Blue Bin	1,000	
2	Green Bin	1,000	
3	Cleanliness drives, plantation, celebration of env. Days including refreshment, banners, plastic gloves etc.	3,000/-	
	<b>Total</b>	<b>5,000/-</b>	

## Proforma for Utilisation Certificate

[duly attested by Chartered Accountant]

(From ..... to .....)

S.No.	Particular	
1	Title of the project /scheme	
2	Name of organisation	
3	Principal Investigator	
4	Letter and date of sanction letter	
5	Amount brought forward from previous FY	
6	Amount received from Ministry	
7	Total amount available for expenditure	
8	Actual Expenditure	
9	Unspent balance	
10	Interest accrued during the period	

Certified that the expenditure of Rs.....(in words) was actually incurred for the said purpose for which it was sanctioned.

Sign of PI

Sign of Registrar

Sign of Head of  
organisation

## Expenditure Statement

S.No.	Income Head wise breakup	Expenditure Head wise breakup

Sign of Accountant of organisation

## Proforma for activity report for NNCP

S.No.	Particular	
1	Total no. of volunteers/students participated in nature camps	
2	Details of activities undertaken in camp (attach photographs)	<ul style="list-style-type: none"> <li>Nature trail</li> <li>Apna Paryavaran Janiye' (Know your Environment) by preparing small checklist of flora and fauna seen/spotted</li> </ul>

		by them in the nature trail. <ul style="list-style-type: none"> <li>• Bird watching</li> <li>• Trekking</li> <li>• Group Discussion involving record/sharing of experiences.</li> <li>• Other nature based activities</li> </ul>
<b>3</b>	Feedback of students /teachers	
<b>4</b>	Outcome of programme	

**Proforma for activity report for Capacity Building**

<b>S.No.</b>	<b>Particular</b>	
1)	Total no. of volunteers/students /teachers participated in training	
2)	Total no. of trainings conducted	
3)	Venue of the training	
4)	Details of activities undertaken in training  (attach photographs)	
5)	Feedback of students /teachers	
6)	Outcome of programme	

## Reporting format to be submitted after monitoring visits

S. No.	Particular	
1.	State	
2.	District	
3.	Name of the programme	<b>1. NGC</b> <b>2. NNCP</b> <b>3. Capacity Building</b>
4.	Name of School visited	
5.	Total No. of Eco-club volunteers	
6.	Types of activities and undertaken under the programme	
7.	Photographs	
8.	Feedback of SNA	
9.	Comments	<ul style="list-style-type: none"> <li>• Satisfactory <input type="checkbox"/></li> <li>• Scope for improvement <input type="checkbox"/></li> </ul>
10.	Remarks if any	

**Name and Signature of  
Inspecting officers with date**

Dr. Ritesh Joshi  
 Scientist "D"  
 Environment Education Division  
 Ministry of Environment, Forest and Climate Change  
 Indira Paryavaran Bhawan  
 Jorbag, New Delhi 110 003  
 Tel No. 011-24695359  
 Email: [ritesh.joshi@nic.in](mailto:ritesh.joshi@nic.in)