

Telephone : 2755988
37upbnccgzb@gmail.com

37 UP Battalion NCC
D Block Kavi Nagar
Ghaziabad -201001

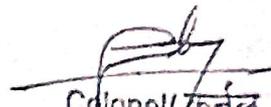
243/Pers (B)
Principal
Raj Kumar Goel
Institute of Technology
Ghaziabad

29 Sep 2025

**APPROVAL FOR ALLOTMENT OF 106 NEW RAISING VACS UNDER
37 UP BN NCC, GHAZIABAD (SD/SW FSFS)**

1. Please ref NCC Gp HQ letter No. 004/41/FSFS/Trg dated 26 Sep 2025.
2. Your institution has been allotted 106 SD/SW vacs under FSFS category as ne raising under 37 UP BN NCC, Ghaziabad.

Encls : As above


Colonel/कॉर्नेल
Commanding Officer/कमान अधिकारी
37 UP BN NCC, Ghaziabad-201001
37 उप बटालियन एन सी सी गहाज़ीबाद-201001

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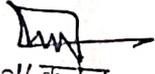
03 Oct 2025

Principal
Raj Kumar Goel Institute of Tech.
Ghaziabad

**SUBMISSION OF NEW RAISING APPLICATION UNDER FSFS SCHEME FOR
ALLOTMENT OF TWO PL (106 SD/SW CDTS)**

1. Format of application for allotment of NCC **Two Pl in Senior Division (Str 106 SD/SW)** to your institution is fwd herewith for further necessary action please.
2. You are requested to do the needful and submit the application in **triplicate** alongwith the following documents to this unit by **04. Oct 2025** positively for onward submission to higher HQ please :-
3. Please fwd confirmation regarding availability of infrastructure for conduct of Camp/Firing Range/Obstacle training course duly signed by head of Institution.
 - (a) Willingness Cert encl from the institutions is countersigned by the competent auth.
 - (b) Para 1 to 9 of the Re-Org application form is Gen filled.
 - (c) Bio-data of CT along with appointment letter and Salary cert duly countersigned by the HOD of institution.
 - (d) Copy of Auth letter of Appointment /Selection of Care Taker, BCA/GCA & Ex service man (PI staff)
 - (e) Certificate for BCA/GCA

Encls : As above


Colonel/ कर्नल
Commanding Officer/ कमान अधिकारी
37 UP Bn N.C.C Ghaziabad-201001
37 उ०प्र० वाहिनी एन०सी०सी० गाजियाबाद-201001

**APPLICATION FORM FOR RAISING OF JUNIOR DIVISION NCC SUB UNIT UNDER
 PROVISIONAL FULLY SELF FINANCING SCHEME (FSFS)**

(TOTAL FIVE PAGES)

- 1.* (a) Name of Institution : Raj Kumar Goel Institute of Technology, Ghaziabad.
- (b) Address : 5th Km Stone Delhi Meerut Road, near Raj Nagar Ext. Ghaziabad (U.P.) 201017, India.
- (c) Funded by : Fully self financed
- (d) Board of Examination In the Institution : Dr. (A.P.J.) Abdul Kalam Technical University, Lucknow.
- (e) Total strength of enrolled Students in institution : 5000 (approx)
- (f) Number of PGTs in the Institution : 4 (MBA/MCA/M.Pharm/M.Tech) (Post Graduate courses)
- (g) Total built up area of the Institution (in sq ft) : 623004.37 sqf
- (h) Total land available in the institution other than built up area (in sq ft) : 435600 sqf
- (i) Year of Raising of the Institution : 2000 (25 years old)
- (k) Co-Ed or Only Boys/Girls : Co-Ed
- (l) Residential/Day Boarding /Day School/College : College
- (m) Is institution part of chain or a standalone (Give Details) : Chain
- (n) Financial Health of Institution
- (i) Working Capital Ratio (Ratio of Current Assets to Current Liabilities) : ----- (Current Assets) : ----- (Current Liabilities)
1.78 Ratio (as on 11.10.2025)
- (ii) Operating Surplus (Difference between Total revenue & Total expenditure (including depreciation of Assets) :
 FY 2019-20 2,89,29,688=00
 FY 2018-19 34,94,548=00
 FY 2017-18 7,37,26,766=00
- (o) Institution located in which Town/Panchayat/Municipality alongwith population of the same : Ghaziabad (Name) 2,41,000 (Population)

2.

- 2.* Department of Education under Whom functioning : Dr. APJ Abdul Kalam Technical University, Lucknow.
- 3.* Number of NCC Units/Coys/Troops (if any) already functioning in the Institution : NIL
4. Name of NCC Unit to which Affiliated (if applicable) : N.A.
5. Nearest NCC unit/Sub unit along with distance (in Kms) from the unit (if known) : 37 B.N NCC Kavinagar, Ghaziabad.
- 6.* Number of NCC sub-unit desired to be raised/allocated (and its cadet strength) (Tick as applicable giving Number of Boys & Girls) : 2 Platoons with 104 strength allocated. Cadet Strength (52-Boys & 52 Girls)
- 7.* Total number of students enrolled in the college/school as under

<u>For Senior Division/Wing</u>	<u>Boys</u>	<u>Girls</u>	<u>Total</u>
10+1/Ist year Graduation - (B.Tech/B.Pharm)	1200	454	1654
10+2/IIInd Year Graduation - (B.Pharm/B.Tech)	1224	413	1637
IIIrd year Graduation - (B.Tech/B.Pharm)	1187	335	1522
Total IVth year Graduation	822	216	1038
Total:	4433	1418	5851

- 8.* Name(s) of Lecturer(s)/Teacher(s) meeting the latest selection criteria as per rules, recommended for pre-commissioned training in case NCC sub-unit is raised/allocated with details like Educational Qualifications, Age, Medical Condition, Nature of Appointment (Ad-hoc/Contractual/Permanent), Classes Teaching with subjects
- Ms. Priya Sharma,
M.Tech (Robotics)
37 years (D.O.B. 7.10.1988)
Medically fit
Assistant Professor
Permanent
1st year B.Tech (Mechanical)

NOTE :- Serials marked as * are mandatory to be filled.

Conditions To Be Fulfilled For Raising a Senior Division/Senior Wing NCC Sub Unit Under FSFS

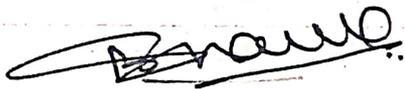
9. A sub-unit of the Senior Division/Wing will be raised in an institution subject to fulfilling following conditions :-
- (a) The FSFS will be a provisional pilot scheme commencing from 2020-21 with a provision of review by the GOI in 2022-23.
 - (b) The institution must have at least 500 students on its enrolled strength.
 - (c) The institution shall provide from among the members of its staff a NCC officer (ANO), fulfilling the selection criteria as per existing rules & policies, for the NCC sub unit as applicable at the scales prescribed in Peace establishment.
 - (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 training would be borne by the institutions.
 - (e) The ANO would coordinate training and other NCC activities with the CO of the unit with which affiliated.
 - (f) Besides providing the ANO, the institution will either hire at least one instructional staff, preferably an Ex-serviceman (ESM), for undertaking the NCC training. If a suitable ESM is not available then a NCC 'C' certificate holder can also be employed. ESM/BCA/GCA should fulfill the QR laid down by DGNCC.
 - (g) For managing Senior wing, the institution will either provide a lady ANO or hire a NCC 'C' certificate holder ex NCC cadet as Girl Cadet Administrator (GCA) on contractual basis as per requirement over and above an ESM/NCC 'C' cert holder.
 - (h) Permanent Instructor (PI) orientation, for the ESM/NCC 'C' cert holders being hired by the institutions, will be under arrangements of the Group Headquarters.
 - (j) Entire institutional training will be conducted by ANO & ESM/ Boy Cadet Administrator (BCA) & Girl Cadet Administrator (GCA). Weapon Training, on small arms, will be imparted by the NCC unit PI staff.
 - (k) The institution, for the camp training, shall provide the required number of cadets as per the camp training schedule of the affiliated unit and ensure availability of ANO and ESM/GCA/BCA as well.
 - (l) The institutions shall assist the unit for conduct of 'B' & 'C' certificate examinations at the end of the session.
 - (m) The institution will bear the entire expenditure on NCC training in terms of salaries & allowances of hired staff, providing infrastructure, uniforms & accouterments, honorarium/allowances to NCC Offrs, allowances incurred towards cadet's training like refreshment, washing, camp training(messing, incidental & POL for 10 days of camp for cadets and staff & ANO). There will be no cost to the Govt exchequer.
 - (n) The institution shall give an undertaking that it can enroll and maintain up to the strength of NCC sub-unit which may be allotted to it.
 - (o) The institution shall provide for the NCC sub-unit, which may be allotted to it, store room for the storage of clothing & equipment and an office room with following:-
 - (i) Room with furniture & computer.
 - (ii) One part time clerk.
 - (iii) One helper/lascar.
 - (iv) Stationary for documentation.
 - (p) The institution shall provide a suitable miniature rifle range or arrange to obtain the use of such a miniature rifle range. In addition a parade ground and an obstacle training area will also be provided by the institution.

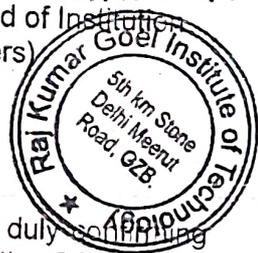
Declaration by Head of Institution.

- (a) I hereby declare that I have carefully read the conditions for raising a SD/SW sub-unit under FSFS as explained at para 9(a) to 9(p) above and confirm fulfilling all these conditions.
- (b) I hereby declare that the raising of a sub-unit in my institution will be subject to the conditions stipulated NCC Act and will not request for withdrawal of NCC before ten years.
- (c) I hereby declare that all information provided by me in this application is true. Any discrepancy/falsehood found at later stage would be a ground for non-allotment/disbandment of NCC to/from my institution.
- (d) I further declare that the institution will ensure the following: -
- (i) Enrolment of cadets to the maximum required strength and to maintain the same consistently during the training session.
 - (ii) Regular attendance of cadets on parade up to the required percentage laid down.
 - (iii) Regular attendance in camps of NCC cadets and NCC Officer(s) of the institution..
 - (iv) Safeguards to ensure NCC Cadets of my Institution return all NCC Stores, Equipment and clothing issued to them for training, before they withdraw/leave the institution or give up NCC.
 - (v) Accommodation as required will be provided for office storeroom and strong room.
 - (vi) Arrangement for medical examination of cadets will be made.
 - (vii) Maintenance of proper discipline of NCC Officers and NCC Cadets.
- (e) In the events of any unsatisfactory performance as regards the points referred to in paras 9(a) to 9(p) & 10(a) to 10 (d) above, the NCC sub -unit will be liable to be disbanded or re-allotted / transferred to another institution at the discretion and decision of the Gp Cdr of NCC.

Place: - Ghazipur

Date: - 15/1/25


BRIJESH CHAND SHARMA
Signature of the Head of Institution
(Name in Block Letters)
Office Stamp



11. Recommendation of the CO/OC Unit to which the proposed sub-unit is to be affiliated duly confirming that all mandatory entries of the application form has been filled by the institution and that the CO/OC unit has verified that the conditions as laid out are met by the institution.

Place:-

Signature _____

Date:-

(Name in Block Letters)

Office Stamp

WILLINNESS/UNWILINGNESS CERTIFICATE

1. I, Dr. B. C. Sharma Principal
of/Director
of Raj Kumar Goel Institute of Technology, Ghaziabad
..... School/College at Ghaziabad

.....hereby certify that
I am willing to have
NCC Senior Division / Senior wing Tp/PI, SD/SW/JD/JW Str
in my Institution.

2. I also certify that the Institution shall provide a short range, an obstacle course, a store room, a training ground, an office and a dedicated peon/lascar for the ANO, a dedicated ANO (Name of the teacher should be specified) and other infrastructure for NCC activities in my Institution.

3. I further certify that I am willing to accept 20% cadets under open vacancy scheme from other Institutions and shall be fully responsible for authentication and accounting for all these cadets as applicable.

4. I give an undertaking that I shall not ask for withdrawal of NCC for the next Ten (10) years.

Round Stamp

Place Ghaziabad
Signature Brijesh Choudhary
Date 15/7/22
Name Brijesh Choudhary
Designation Director

Stamp.....



DECLARATION/UNDERTAKING BY THE HEAD OF INSTITUTION

1. I
Shri/Smt. Dr B. C. Sharma, DirectorPrincipal
of Raj Kumar Goel Institute of Technology Gurgaon

...hereby certify that I am willing to accept 20% SW/JW cadets under open vacancy.
2. When ever Camp Vacancies allotted to our Institution, 100% Cadets will attend camps.

3. I also certify that our Institution will provide under mentioned facilities for NCC.
- A short Firing Range in the Institution.
 - An obstacle Course in the Institution.
 - A Store room for NCC clothing and equipment's.
 - A Training Ground.
 - Ground and Building accommodation for conducting unit camp without any charge.
 - Teacher for the appointment of ANO/Caretaker (Name of the teacher should be specified).
 - Office for ANO/Caretaker
 - I hereby give an undertaking that this Institution will not ask for withdrawal of NCC for next ten(10) years.
 - Rep of School/School will collect mail/important instructions from this Bn HQ once in a week or as and when intimated by this unit.

4. Following items of expenditure are to be born by the Self financed Institutions :-

- Annual expenditure on ANOs.**
 - Monthly Honorarium for ANO/Care Taker Allowance.
 - Expenditure on Outfit/maintenance Allowance.
 - Expenditure of Pre -Commission/Ref Trg Course for ANO.
- Expenditure on Institutional Trg of NCC Cadets.**
 - Refreshment to Cadets after parade.
 - Washing/Polishing Allowance to cadets.
 - Annual Trg Grant
 - Construction of Obstacle course/Firing Range.
- Expenditure on Camp Training (100%)**
 - Messing of ANO/ESm/BCA & Cadets.
 - Incidental Expenditure..
 - FOL Exp.
 - Rank Pay to ANO/ESM/BCA.
 - TA/DA to ANO/ESM/BCA & Cadets.
- Expenditure on Attachment/Expeditions Training (100%)**
 - Messing to ANO/ESM/BCA & cadets.
 - TA/DA to ANO/ESM/BCA & cadets
 - Pocket allowance to SD/SW Cadets during MH Attachment.

Date 15/1/25

Place Gurgaon

Date.....

B. C. Sharma
Signature of Head of Institution

Name BRIJESH CHAND SHARMA

Designation Director

Stamp.....



**UNDERTAKING CERTIFICATE TO BE GIVEN BY
SELF-FINANCING INSTITUTION**

I do hereby undertake that our institution will bear all expenses on NCC whether that is presently home by the State Government or by the sponsors. We assure to make all such expenses on our Senior Wing/Junior Wing NCC Unit. I also ensure that there will be no implication on this account and I shall be entirely responsible for this.



Signature of Manager
With Stamp

Station.....
Date.....
Round Stamp

COUNTERSIGNED BY THE PRINCIPAL



Signature of Principal
With Stamp

Station.....
Date.....
Round Stamp



WILLINGNESS CERTIFICATE

Certified that the Head of Institution is willing to sponsor a teacher and certificate of the ESM/GCA is also attached is as under :-

WILLINGNESS CERTIFICATE OF ESM/BCA

I,am willing to work for NCC in my Institution as ESM/BCA. My date of birth is..... (attach proof)

We are looking for a suitable Ex Service man who may impart training to NCC cadets. Soon we will submit his particulars to NCC (37 BN NCC UP)

Signature of ESM/BCA
Name.....
Date.....

COUNTERSIGNED BY PRINCIPAL

Station.....

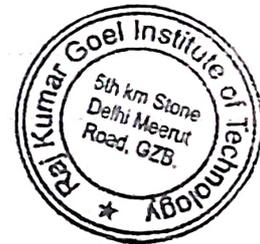
Date.....

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[Handwritten Signature]

Signature of Principal

With Stamp



WILLINGNESS CERTIFICATE

Certified that the Head of Institution is willing to sponsor a teacher and certificate of the ESM/GCA is also attached is as under :-

WILLINGNESS CERTIFICATE OF BCA

I,am willing to work for NCC in my Institution as ESM/BCA. My date of birth is..... (attach proof)

We have no BCA readily available in the College. However, we will identify a suitable person for training and submit this particulars to NCC (37 Bn NCC).

Signature of ESM/BCA
Name

Dated.....

COUNTERSIGNED BY PRINCIPAL

Station.....
Date.....
Round Stamp

[Handwritten Signature]

Signature of Principal
With Stamp

Director
Raj Kumar Goel Institute of Technology
5th KM Stone, Delhi-Meerut Road,
Ghaziabad



WILLINGNESS CERTIFICATE OF ANO/CARETAKER

I, Ms. Priya Sharma am willing to work for NCC in my Institution as ANO/ Caretaker. My date of birth is 07-10-88 (attach proof). I am also willing to attend the PRCN course whenever allot to me.



Signature of ANO/Caretaker
Dated

COUNTERSIGNED BY PRINCIPAL

Station... Ghaziabad
Principal
Date.....
Round Stamp



Signature of

Director
Raj Kumar Goel Institute of Technology
5th KM Stone, Delhi-Meerut Road,
Ghaziabad

