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(Accredited by NAAC with Grade 'A')

GU/PRO/SBSI/2021/ 356

Date: 17/12/2021

## CIRCULAR

### SUB: SBSI 2021-22 IMPLEMENTATION PLAN

All the Principals of the Affiliated Colleges of Goa University, the Deans of the School, the Head of the University Departments and the Programme Directors at Goa University Campus are hereby requested to comply with and make a note of the following plan for successful implementation of the Swachh Bharat Student Internship (SBSI) 2021 for academic year 2021-22.

1. The Social Entrepreneurship, Swachhata and Rural Engagement Cell (SES-REC) and the College Development Cell of Goa University will together co-ordinate and oversee the implementation of SBSI 2021.
2. McNeil Rodrigues, Junior Programmer, Goa Business School (CST), Goa University will provide all support with the sbsi portal which will be used for monitoring all the activities of SBSI 2021.
3. SBSI 2021 can be opted as a 2 credit course by PG students both from GU-On-Campus as well as from GU-Off-Campus departments/disciplines of Goa University.
4. All the students at UG level shall be motivated to register for SBSI 2021, specially the students who have registered for NSS. For UG students, it shall not be counted as a 2 credit course for CGPA calculations but it will appear on the Grade Card of the student.
5. All the SBSI Interns should fill up the Examination form for SBSI 2021, but there will be no examination processing fee.
6. SBSI 2021 will follow the guidelines presented in the SBSI Course Objectives and Assessment Guidelines document which were approved by the Academic Council in its meeting held on 25/07/2018. Minor updates have been made to this document to reflect the change of Course Name from "Swachh Bharat **Summer** Internship(SBSI)" to "Swachh Bharat **Student** Internship(SBSI)" and to make them uniform across GU-On-Campus as well as GU-Off-Campus SBSI Interns. Updated SBSI Guidelines attached herewith for reference.
7. **Important Dates for SBSI 2021-22:**
  - i. Last Date for Registration – 15<sup>th</sup> January 2022
  - ii. Last Date for Completion of 100 hours of work by 30<sup>th</sup> April 2022
  - iii. Submission of ISA and SEA marks to respective SBSI Nodal Officers by 20<sup>th</sup> May 2022
  - iv. Submission of Merit List to Vice-Chancellor, Goa University by SBSI Nodal Officers by 21<sup>st</sup> June 2022
  - v. Announcement of Cash Award Winners by Vice-Chancellor on 30<sup>th</sup> June 2022 (Goa University Foundation Day)

### **Specific Guidelines for Implementation of SBSI 2021 for GU-Off-Campus Interns**

1. Dr. Sangeeta Naik, Assistant Professor, School of Earth, Ocean and Atmospheric Sciences, Goa University will be the SBSI 2021 Nodal Officer for GU-Off-Campus Interns and will co-ordinate with all the SBSI 2021 Co-ordinators from the GU-Off-Campus Institutes/Colleges affiliated to Goa University to achieve the objectives of the SBSI Course.
2. The SBSI 2021 Co-ordinator of the College shall be appointed by the Principal of the College. SBSI 2021 Co-ordinator has to register on the sbsi portal.
3. Each College shall appoint one or more faculty members as SBSI Mentors for the internship, depending on the number of students registered. All SBSI Mentors also have to register themselves on the sbsi portal. The SES-REC members preferably not to be appointed as SBSI Co-ordinator/Mentor as they may be part of the SBSI Evaluation Committee constituted for preparing merit list for Cash Awards.
4. The Top Three Award winners and the Consolation Prize winners of SBSI 2020 will act as the SBSI Champions. They will coordinate with the SBSI 2021 mentors and volunteer to conduct workshops based on their SBSI 2020 experiences and assist to mentor the SBSI 2021 Interns. They will be awarded SBSI 2021 Champion certificates for the workshops organised and for mentoring the SBSI 2021 Interns. They have to register themselves as SBSI Champion on the sbsi portal.
5. The College SBSI Co-ordinator will approve the SBSI Mentors and SBSI Champions on the portal and the SBSI Mentor will approve the SBSI students registered under him/her.
6. SBSI Mentors will assist the students in preparing/revising the Internship Proposal and carrying out the activities as per the Internship Proposal. The proposal shall be prepared by selecting the activities suggested under the seven themes by the respective sub-committees of SES-REC, Goa University.
7. The SBSI 2021 Assessment Committee of each College will comprise of the following members -
  1. SBSI 2021 Co-ordinator of College
  2. SBSI 2021 Mentors of the College and
  3. One or two Alumni of the College to promote Alumni Engagement Activity.
8. All the SBSI 2021 Co-ordinators will submit the ISA and SEA marks of their interns forwarded through the Principal of the College to the respective Examination Section of College (FY and SY) / University (for TY Students) and to the SBSI 2021 GU-Off-Campus Nodal Officer.
9. SBSI 2021 GU-Off-Campus Nodal Officer in co-ordination with the Convenor of SES-REC, Goa University and the chairperson of the College Development Council shall schedule the Final presentations of top three from all Colleges for preparing the final merit list for the SBSI 2021 Cash Awards to the GU-Off-Campus Interns. These Final presentations shall be assessed by the SBSI Evaluation Committee which will be appointed by the Vice-Chancellor for GU-Off-Campus Interns.



### Specific Guidelines for Implementation of SBSI 2021-22 for On-Campus Interns

1. Dr. Pranav Naik, Assistant Professor, School of Physical and Applied Sciences, Goa University will be the SBSI 2021 Nodal Officer for GU-On-Campus Interns and will co-ordinate with all the SBSI 2021 Co-ordinators from the GU-On-Campus Schools to achieve the objectives of the SBSI Course.
2. The SBSI 2021 Co-ordinator for a School / Faculty shall be appointed by the respective Dean. SBSI 2021 Co-ordinator has to register on the sbsi portal.
3. The Dean of each School/ Faculty shall appoint one or more faculty members as SBSI Mentors for the internship depending on the number of Interns registered from the respective School / Faculty. All SBSI Mentors also have to register themselves on the sbsi portal. Each mentor shall mentor a maximum of 10 Interns from the School / Faculty. The SES-REC members preferably not to be appointed as SBSI Co-ordinator/Mentor as they may be part of the SBSI Evaluation Committee constituted for preparing merit list for Cash Awards.
4. The SBSI 2021 Coordinator will approve the SBSI Mentors from the respective School / Faculty on the portal and the SBSI Mentors in turn will approve the SBSI students registered under him/her.
5. SBSI Mentors will assist the students in preparing/revising the Internship Proposal and carrying out the activities as per the Internship Proposal. The proposal shall be prepared by selecting the activities suggested under the seven themes by the respective sub-committees of SES-REC, Goa University.
6. The Top Three Award winners and the Consolation Prize winners of SBSI 2020 will act as the SBSI Champions. They will coordinate with the SBSI 2021 mentors and volunteer to conduct workshops based on their SBSI 2020 experiences and assist to mentor the SBSI 2021 Interns. They will be awarded SBSI 2021 Champion certificates for the workshops organised and for mentoring the SBSI 2021 Interns. They have to register themselves as SBSI Champion on the sbsi portal.
7. The SBSI Assessment Committee for each School/ Faculty shall comprise of the following members -
  - i) SBSI Co-ordinator of School / Faculty
  - ii) SBSI Mentors of the School / Faculty and
  - iii) Two or more Alumni of the School / Faculty to promote Alumni Engagement Activity
8. All the SBSI 2021 Co-ordinators shall submit the ISA and SEA marks of their interns forwarded through the Dean of the School to the Examination Section and to the SBSI 2021 Nodal Officer for the GU-On-Campus Interns.
9. SBSI 2021 Nodal Officer for GU-On-Campus Interns in co-ordination with the Convenor of SES-REC, Goa University shall schedule the Final presentations of top three from all Schools and Faculty for preparing the final merit list for the SBSI 2021 Cash Awards to the GU-On-Campus Interns. These Final presentations will be assessed by the SBSI Evaluation Committee which shall be appointed by the Vice-Chancellor for GU-On-Campus Interns.

## Details of Cash Awards –

To inspire the youth to actively participate in the Swachh Bharat Mission, it is proposed to award as a token of appreciation for the initiative taken the following cash awards to the SBSI Interns at College level and University level –

### 1. College Level (GU-Off-Campus Interns)

Each college will send the details of the marks obtained and the soft copy of the final report of all the interns to the SBSI Nodal Officer for GU-Off-Campus Interns. All the top three Interns will be assessed by the SBSI Evaluation Committee, which will comprise of the seven members of the SES-REC sub-committees and Chairperson /a member of the College Development Cell and one/two Principals of the affiliated colleges who will be appointed by the Vice-Chancellor, Goa University. The committee will submit the College level merit list to the Vice-Chancellor and to the GU-Off-Campus SBSI 2021 University Nodal Officer.

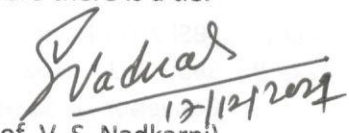
### 2. University Level (GU-On-Campus Interns)

Each on-campus School of Goa University will send the details of the marks obtained and the soft copy of the final report of all the interns to the SBSI Nodal Officer, Goa University. All these Interns will be assessed by the SBSI Evaluation Committee, which will comprise of the seven members of SES-REC sub-committees and two/three faculty members from Goa University who will be appointed by the Vice-Chancellor. The committee will submit the University level merit list to the Vice-Chancellor and to the GU-On-Campus SBSI 2021 University Nodal Officer.

### 3. Cash Awards for GU-Off-Campus and GU-On-Campus Interns

- I. First Place – Rs. 25,000/-
- II. Second Place – Rs. 15,000/-
- III. Third Place – Rs. 10,000/-
- IV. 3 Consolation Prizes – Rs. 5,000/- for each winner
- V. Cash Award for the Outstanding work under each theme – Rs. 5,000/-

In case of a tie the cash prize will be divided among the teams where there is a tie.

  
(Prof. V. S. Nadkarni)  
12/12/2021  
REGISTRAR

To,

1. Principals of Affiliated Colleges
2. Deans/Vice-Deans/HODs/PDs of Goa University
3. P.S. to Vice-Chancellor
4. P.A. to Registrar