

To consider the draft of constitution (Rules/Regulations) of Youth Red Cross, Indira Gandhi University, Meerpur, Rewari

(Annexure 1-7 under F/B)



Constitution of
YOUTH RED CROSS UNIT
INDIRA GANDHI UNIVERSITY, MEERPUR



INDIRA GANDHI UNIVERSITY, MEERPUR
(REWARI), HARYANA

YOUTH RED CROSS UNIT
INDIRA GANDHI UNIVERSITY
MEERPUR, REWARI

1. Name and Composition

There shall be Youth Red Cross Unit, Indira Gandhi University, Meerpur and it will be regulated by Indira Gandhi University Meerpur Youth Red Cross Executive Committee at the University level which may be called Youth Red Cross Executive Committee. The Committee shall regulate the YRC activities of the students and members/staff of UTDs and Constituents/Affiliated Colleges/Institutions and funds under the territorial jurisdiction of the University. It shall be constituted in the following way:

1.	Vice-Chancellor	Chairman (Ex-officio)
2.	Registrar	Member
3.	Dean Students' Welfare	Member
4.	Dean of Colleges	Member
5	Secretary or nominee, Indian Red Cross Society, Haryana State Branch, Chandigarh	Member
6.	Nominee of Higher Education Commissioner/DGHE (In charge of Youth Red Cross)	Member
7.	Director Youth Welfare	Member
8.	Programme Coordinator (N.S.S.)	Member
9-11.	Secretaries of respective District Red Cross Branches under the jurisdiction of the University	Member (3)
12-14.	Zonal Convener of the District Level Committee of Youth Red Cross to be nominated among the Principals of the colleges in the district by the Chairman	Member (3)
15-16.	Student Nominee from University Youth Red Cross Unit to be nominated by the Programme Coordinator every year	Member (2)

17.	Programme Coordinator (YRC) to be nominated by the Chairman	Secretary (Ex-officio)
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Note:

- a) The Zonal Convener(s) will be responsible to implement policies and programmes of the Youth Red Cross in the district. The meeting would be convened by the Programme Coordinator of the Youth Red Cross Unit. The tenure of the members at Sr. no. 12 to 14 shall be two year and that of Sr. no. 15 to 16 shall be one year
- b) For organizing and managing YRC activities in the University Teaching Departments, Programme Counsellors (Youth Red Cross Male and Female Counsellors) shall be appointed by the Vice-Chancellor and they will act under the direction of YRC Programme Coordinator

2. Aims and Objectives

The aims and objectives of the YRC, IGU, Meerpur based on the principle of health service and friendship shall be as follows:

- a) To promote health and hygiene consciousness in the society
- b) To inculcate healthy living habits
- c) To organize and promote volunteers for Blood and Eye Donation Camp
- d) To promote activities of Youth Red Cross through camps
- e) To organize First-Aid Training Camps and Home Nursing/Extension Lectures on Health and Disaster Management
- f) To undertake relief work during emergencies like flood, fire, earthquake and other natural calamities
- g) To launch awareness campaign against drug abuse, polio, smoking, alcoholism, road safety and traffic rules etcetera
- h) To assist the Red Ribbon Club for awareness and prevention of HIV/AIDs
- i) To enable physically challenged and economically weaker sections of the society for better adjustment/lifestyle in the society

- j) Any other issues related to health, and well being of the students and community, including group insurance of students (accidental injuries and fatalities); and all other activities as per the guidelines issued by IRCS, Haryana State Branch from time to time

3. Duties and Powers of the Youth Red Cross Executive Committee

- To make rules and regulations (financial and administrative) for YRC, Meerpur and organizing different activities related to Red Cross
- To approve the Annual Report of YRC, IGU, Meerpur
- To approve the Receipt and Payment Statement or A/c and Budget Estimates of YRC, IGU, Meerpur on annual basis
- To approve all matters related to YRC, IGU, Meerpur

A) Duties and Powers of the Chairman (Vice-Chancellor)

- a) The Chairman shall preside over all the meetings of the Youth Red Cross Executive Committee. The meeting shall be held at least once in a year in the month of February or March. If it is required, an urgent meeting may be held with the prior permission of the Chairman
- b) To exercise all the administrative and financial powers of Youth Red Cross Executive Committee and to sanction expenditure upto the amount of budget provision
- c) To have the power to make appointment(s), fixing salary/remuneration/honorarium according to the availability of funds in anticipation of the approval of the Youth Red Cross Executive Committee
- d) To write off losses and to condone delay in the submission of entries
- e) If a college fails to deposit the prescribed amount of the University share with the Registration Return (RR) within the stipulated time, a late fee of Rs. 5/- per student, per day will be charged from the concerned college. However, the Chairman may waive off the late fee in exceptional circumstances

B) Duties and Powers of the Programme Coordinator (Secretary)

- a) To attend all the correspondence concerning the Youth Red Cross and to give effect to the resolutions of the Youth Red Cross Executive Committee
- b) To issue agenda and notices of the meeting with prior approval of the Chairman and to record and maintain the minutes
- c) To be the overall in-charge of all the records and registers of the Youth Red Cross Unit of the University
- d) To be the custodian of all property of the Youth Red Cross Unit of the University under the overall supervision of the Registrar
- e) To approve the tour programmes of his/her office staff as per University rules
- f) To be responsible for the release of the Youth Red Cross grants to the colleges, institutions and to supervise the Youth Red Cross Unit as per decisions of YRCEC
- g) To maintain/operate bank accounts of the Youth Red Cross Unit at the University level

4. Bank Account

The funds of the Youth Red Cross will be kept in a Saving Bank Account in the name of the Youth Red Cross Unit. The accounts will be operated jointly by the Programme Coordinator of the Youth Red Cross Unit and one other member to be nominated by the Chairman (Vice-Chancellor). The accounts of the Youth Red Cross at University will be pre-audited by the Joint Director (Audit).

5. Meetings

- a) Annual meeting of the Youth Red Cross Executive Committee of the University shall be held in the month of February or March. The date, place and time shall be determined by the Chairman. The Secretary shall give seven days notice, which shall be dispatched by post/email or by hand in the case of local member(s). The business to be transacted at the meeting shall include passing of the Budget Estimates and the general programme of Youth Red Cross Activities for the ensuing year, amendment of rules or enactment of new rules or by-laws of the Youth Red Cross Executive Committee of the University
- b) The Chairman may, at his discretion, call the meeting of the Youth Red Cross Executive Committee to transact the unfinished business as may be considered

necessary in the course of the year. At least seven days notice shall be given to all the members regarding such meeting

- c) One-fourth of the members shall form the quorum of the meetings
- d) All decisions shall be taken by a simple majority vote and in case of tie, the Chairman shall have a casting vote
- e) Youth Red Cross Executive Committee shall be empowered to take decisions on all matters concerning Youth Red Cross which are not covered under these rules. It may also recommend amendment in these rules to the Executive Council

6. Annual Youth Red Cross Subscription

- a) The Youth Red Cross subscription shall be charged annually from all the students of the University, including the affiliated colleges at the time of admission at the rates approved by the Executive Committee from time to time. 50% of the fee charged shall be retained by the college and remaining 50% shall be remitted to the University along with registration returns of the students
- b) Provided that 40% of the subscription being collected shall be retained by the University and 60% of the same shall be remitted to the Indian Red Cross Society, Haryana State Branch, Chandigarh by the Programme Coordinator, Youth Red Cross
- c) Provided further that in respect of the students of the University Teaching Departments, 70% share of the subscription shall be retained by the University and 30% shall be remitted to the Indian Red Cross Society, Haryana State Branch, Chandigarh

7. Utilization of Youth Red Cross Fund by the University:

The Youth Red Cross fund may be utilized for the following purposes:

- a) The amount of YRC subscription will be spent on the approved objectives
- b) Services to the Youth of the University/ Colleges and the community i.e. payment of fees of deserving college students, Hospital Welfare Work, Blood Donation Services, Community based work, Awareness Campaigns on HIV/AIDS, Bird Flu, Malaria/

Dengue, T.B., Drug De-addiction, Nutrition, Safe Drinking Water, Tree Plantation, COVID-19 and so on

- c) Promotion of Inter State and International Fellowship of Youth
- d) Promotion of health, and sanitation of the students and community, including group insurance of students
- e) Promotion of training in first aid, home nursing, road safety, providing safe water
- f) Services for the handicapped, adoption of Institution/Communities, Schools, etcetera
- g) Services during drought/flood emergency, earthquake, any other natural calamities, eclipse by using trained youths
- h) 7 days camp with minimum 50 and maximum 150 participants, a team of minimum 5 youth (Girls and Boys), one Counsellor from each college of the respective district have to participate. For every participant, college will pay Rs. 350/- as registration fee out of 50% Youth Red Cross Fund which remains with the college. During the camp, subjects like Women Empowerment, Environment Protection, Eye and Kidney Donation, Organ Donation (Transplant), Energy Conservation, Awareness about old age ailments like Hypertension, Strokes, Cancer, Diabetes and Social Security issues, HIV/AIDS, Hepatitis B & C, Current Seasonal Infections, COVID-19, T.B., Bird Flu, Disaster Preparedness, Female Foeticide and Drug De-addiction will be taken up. Other expenditure of the camp may be met out of Youth Red Cross Fund available with the University
- i) To impart 16 hours First Aid Home Nursing Training to the University and College students
- j) To organize Inter University, Intra University, Inter College, Inter Class Competition in First Aid and Home Nursing
- k) To establish first aid posts on the occasion of public gatherings i.e. sports meets, functions, festivals etcetera
- l) Formation of First Aid Boxes and maintenance of First Aid Rooms in all Colleges/ Departments equipped with stretchers, blankets, bed sheets, beds, pillows, furniture etcetera

- m) Purchase of First Aid Boxes and maintenance of First Aid Rooms in all Colleges/ Departments equipped with stretchers, blankets, bed sheets, beds, pillows, furniture etcetera
- n) T.A./D.A. of the YRC Programme Coordinator and Volunteers for attending the seminars, workshops, camps, St. John Ambulance State Competitions, establishment of First Aid Posts during occasions mentioned at (k) above and all other activities related to Youth Red Cross/St. John
- o) Maintenance of records, including accounts, stationery, proceeding of meetings of YRC, maintenance of YRC registers, details of volunteers etcetera
- p) Postage of correspondence of YRC/ St. John
- q) Honorarium to YRC Programme Coordinators and other(s) appointed by the Executive Committee at the University Level
- r) Refreshment to officers/volunteers during the events related to Youth Red Cross and St. John
- s) Organization of Youth Red Cross Camps i.e. Inter University, Intra University, Inter District, District Level, College Level for minimum 7 days
- t) To purchase equipment for training purposes (during camps, seminars, workshops, First Aid Training etcetera)
- u) To organize Voluntary Blood Donation Camps (Excluding refreshment)
- v) To organize awareness campaigns on voluntary Blood Donation, Social Evils, Eyes Donation, Organ Donation, Female Foeticide, Drug De-addiction, Child Labour, Women Empowerment etcetera
- w) To provide assistance to the disaster victims
- x) To purchase literature related to Red Cross, Youth Red Cross/St. John
- y) To create reserve of a suitable amount to meet any emergent situation/contingency

Note: Further, all decisions and actions (financial and/or administrative) related to YRC activities in the University taken with the approval of Vice-Chancellor and /or approval of YRC Executive

Committee so constituted in any year prior to the existence of these rules, shall stand valid and approved.