

தமிழ்நாடு பள்ளிக் கல்வி ஆணையரின் செயல்முறைகள், சென்னை-06  
ந.க.எண்.048176/எம்/இ1/2022 நாள் 2.12.2022

பொருள் : பள்ளிக்கல்வி - போதை விழிப்புணர்வு மன்றம் பள்ளிகளில்  
செயல்பட அறிவுறுத்தல் - சார்பு.

- பார்வை : 1. சென்னை 6 பள்ளிக் கல்வி ஆணையரின்  
செயல்முறைகள் ந.க.எண்.019527/எம்/இ1/2022  
நாள் 6.8.2022
2. அரசுக் கடிதம் எண்.18574/பொது1(2)/2022-1,  
நாள்.08.08.2022.
3. சென்னை-6 பள்ளிக் கல்வி ஆணையரின்  
செயல்முறைகள், ந.க.எண்.48176/எம்/இ1/2022  
நாள் 9.8.2022.
4. அரசு கடித எண்.15438/H.P, P&E(XVI)/2022-2,  
நாள்.11.10.2022
5. அரசுக் கடிதம் எண்.13185/SE5(1)/2022/5,  
நாள் 24.11.2022.

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பார்வை(3)-ல் காணும் செயல்முறைகளில்  
தெரிவிக்கப்பட்டுள்ளவாறு அனைத்து அரசு/அரசு உதவி பெறும்/சுயநிதி  
உயர்நிலை/மேல்நிலைப் பள்ளிகளில் 11.8.2022 முற்பகல் 10.30 மணிக்கு  
விழிப்புணர்வு உறுதிமொழி எடுக்க அனைத்து மாவட்ட முதன்மைக் கல்வி  
அலுவலர்களுக்கும் அறிவுறுத்தப்பட்டதின் அடிப்படையில் உறுதிமொழி  
எடுக்கப்பட்டது.

பார்வை(5)-ல் கண்ட அரசுக் கடிதத்தின்படி மேற்கூறிய  
அனைத்து வகைப் பள்ளிகளிலும் போதை விழிப்புணர்வு மன்றம் செயல்பட  
அறிவுறுத்துமாறு அனைத்து மாவட்ட முதன்மைக் கல்வி அலுவலர்கள் கேட்டுக்  
கொள்ளப்படுகிறார்கள்.

இணைப்பு:

1. அரசுக்கடிதம் மற்றும் இணைப்புகள்

பள்ளிக்கல்வி ஆணையருக்காக

✓ பெறுநர்:  
அனைத்து மாவட்ட முதன்மைக்கல்வி அலுவலர்கள்.

2.12.22

நகல்

அரசு இணைப்பெயலாளர்.

பள்ளிக்கல்வித்துறை, தலைமை செயலகம்.

சென்னை-9. (தகவலுக்காக அனுப்பப்படுகிறது.)



School Education  
Department,  
Secretariat, Chennai – 9

Letter No.13185/SE5(1)/2022-5, dated 24.11.2022

From  
Dr. D. Manikandan, I.A.S.,  
Joint Secretary to Government,

To  
The Commissioner of School Education,  
Chennai-6. (w.e)

Respected Sir,

Sub: School Education - Narcotic Intelligence Bureau CID of  
Tamil Nadu - Formation of Anti-Drug Clubs and  
Volunteering Programme for NSS etc – Orders issued –  
Copy - Requested Regarding.

- Ref: 1. Letter No.13185/SE5(1)/2022-1, dated 26.05.2022.  
2. Letter No.11089/H.P&E(XVI)/2022-6, dated 01.07.2022  
along with Minutes of meeting to plan the launch of  
state level programme of Drive against Drugs held on  
24.06.2022.  
3. Letter No.13185/SE5(1)/2022-2, dated 07.07.2022.  
4. Letter No.11089/H.P&E(XVI)/2022-8, dated  
27.07.2022.  
5. Letter No.13185/SE5(1)/2022-3, dated 02.08.2022.  
6. Letter No.15438/H.P&E(XVI)/2022-2, dated  
11.10.2022.  
7. Letter No.13185/SE5(1)/2022-4, dated 18.10.2022.  
8. Thiru.Mahesh Kumar Aggarwal, I.P.S., Additional  
Director General of Police, Crime & Nodal Officer,  
Egmore, Chennai-8, C.No.106/ADGP/Cr./Camp/2022,  
dated 14.11.2022

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I am directed to enclose a copy of the letter along with its enclosure 6<sup>th</sup> cited in the reference and to inform you that the Chief Secretary to Government of Tamil Nadu and Chairman of the State Level Committee(NCORD) has convened a 5<sup>th</sup> State Level Committee Meeting with the restructured / redesigned composition members of NCORD mechanism on 17.11.2022. vide in the reference 8<sup>th</sup> cited .

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/2/

2. In the above said meeting, the Chief Secretary to Government has directed to send a copy of the Order / Circular / Endorsement issued on setting up of anti-drugs clubs in schools to ADGP (Crime), Egmore, Chennai-8.

3.. I am, therefore, to request you to send a copy of Order /Circular / Endorsement issued on setting up of anti-drugs clubs in Schools, to the Government immediately in order to forward the same to ADGP (Crime), Egmore, Chennai-8.

Yours faithfully,

*[Handwritten signature]*  
24.11.22

for Joint Secretary to Government.

*[Handwritten initials]*

1/4

Copy to:-

The Commissioner of School Education,  
Chennai-6.

The Additional Director General of Police (Crime),  
Egmore, Chennai-8.

Home, Prohibition and  
Excise (XVI) Department,  
Secretariat, Chennai-9.



Home, Prohibition and  
Excise (XVI) Department,  
Secretariat, Chennai-9.

**Letter No.15438/ H,P&E(XVI)/2022- 2, dated 11-10-2022**

From  
Thiru. R.Sridhar, B.Com.,  
Deputy Secretary to Government.

To  
The Principal Secretary to Government,  
School Education Department,  
Secretariat, Chennai - 9. (we) (By Name)

The Principal Secretary to Government,  
Higher Education Department,  
Secretariat, Chennai - 9. (we) (By Name)

Sir,

Sub: Narcotics - Narcotic Intelligence Bureau CID of  
Tamil Nadu Formation of Anti-Drug Clubs and  
Volunteering Programme for NSS etc - Government  
Order - Requested - Regarding.

Ref: From Additional Director General of Police (EB),  
Chennai-8, letter C.No.081/Additional Director  
General of Police (Crime), Chennai-  
8/Cr./Camp/2022, dated 24.08.2022.

I am directed to enclose a copy of the proposal of Additional  
Director General of Police (EB), Chennai, seeking orders for formation,  
activities and monitoring of Anti- Drug Clubs and the Volunteering  
Programme for NSS etc., under Drive Against Drugs to sustain anti-drug  
awareness amongst students and to request you to offer your specific  
remarks on the proposal to this Department, immediately, so as to  
pursue further action in the matter.

Yours faithfully,

*[Signature]*  
for Deputy Secretary to Government

Copy to  
Additional Director General of Police (EB), Chennai-8



From

To

dt: 29/08/2022

Mahesh Kumar Aggarwal, IPS,  
Addl. Director General of Police,  
Crime,  
Egmore, Chennai - 8.

The Director General of Police &  
Head of Police Force,  
Tamil Nadu,  
Mylapore, Chennai - 4.

C.No. 081/ADGP/Cr./Camp/2022, dated 24.08.2022

Sir,

sub : Police - Narcotic Intelligence Bureau CID of Tamil Nadu -  
formation of Anti-Drug Clubs and Volunteering  
Programme for NSS etc - Government Order - requested  
- reg.



&lt;&lt;&lt;&lt;&gt;&gt;

*Ds C Swa* I wish to state that the Tamil Nadu Police and Narcotic Intelligence Bureau, CID Unit are taking all efforts to control the supply of Narcotic Drugs and Psychotropic Substances in the State of Tamil Nadu. In order to create awareness amongst youngsters especially students, the Narcotic Intelligence Bureau CID Unit organized a mass Anti-Drug Abuse Pledge throughout the State. The State Level function was led by the Hon'ble Chief Minister of Tamil Nadu. During the function the Hon'ble Chief Minister of Tamil Nadu also gave a call for 'Drug Free Tamil Nadu'. In order to sustain anti-drug awareness and involve students as stakeholders in this effort, two programmes have been conceived.

- for*
- i) NSS / NCC / RRC / YRC Volunteers 36 hours volunteering Programme.
  - ii) Anti-Drug Clubs in all educational institutions.

*Immediate*

2. Volunteering Programme for NSS / NCC volunteers was already launched by the Hon'ble Chief Minister of Tamil Nadu on 11<sup>th</sup> August, 2022. Concept of Anti-Drug Clubs was also discussed during the conference of District Collectors and Police Officials on 10<sup>th</sup> August, 2022. Instructions were issued to District Collectors and Superintends of Police to ensure formation of Anti-Drug Clubs in all educational institutions. In order to ensure effective functioning of these two institutions, it is requested that a Government Order may be issued regarding formation, activities and monitoring of these two institutions. A detailed note on Volunteering Programme and Anti-Drug Clubs is enclosed herewith.

Yours faithfully,

*M*  
Addl. Director General of Police,  
Crime, Chennai - 8.

## DRIVE AGAINST DRUGS (DAD) - VOLUNTEERING PROGRAM FOR NSS/NCC/YRC/RRC VOLUNTEERS

A volunteering program has been planned to involve National Service Scheme volunteers, National Cadet Corps cadets and volunteers of other such organisations in regular awareness activities against drug abuse on regular basis.

### OBJECTIVES :

- To create mass awareness.
- To involve NCC and NSS volunteers on a regular basis.
- To ensure regular and sustainable campaign against drug abuse.
- Active involvement of students though the campaign is directly targeting students but indirectly it will create awareness in the whole society.
- To create a volunteer force against drug abuse.
- To make it an annual and regular affair.
- To get the attention of the Media and add further traction to the campaign.

### DURATION :

- Volunteers have to devote atleast 30 hours on activities to spread awareness against drug abuse.
- Youth enrolled in NSS/NCC/YRC/RRC etc in the Higher Secondary Schools /colleges and Universities in Tamil Nadu can apply for the volunteering program as a team. ( The limit for team members - Maximum 100)

↳ To Durl on state ?

### Volunteering process:

- Youth can enroll through these youth organizations.
- Volunteers may participate in teams. The team size may be maximum 100 members.
- The Drug Awareness activities should be approved by the NSS/NCC/YRC/RRC in charge officers at the academic institutions.

- The Volunteers are required to devote at least 30 hours to conducting both online and offline Drug Awareness related activities.
- The parent organization (NIB-CID Tamil Nadu) may be approached for further assistance and help.

### REPORTING :

- The Volunteers are advised to submit the 30 hours of drug awareness activities report with appropriate photographs one activity one photo (Photo should be Maximum 20mb in Jpeg or BMP formats) along with brief activities report in A4 size paper , font size -12 Times New Roman and maximum 30 pages. Same shall be verified and countersigned by faculty incharge of the unit.
- Faculty shall prepare a consolidated report in following format:

*College / Institution Name with full address :*

| Names of the Volunteers | Age/Date of birth | Email ID | Mobile | Remarks |
|-------------------------|-------------------|----------|--------|---------|
|                         |                   |          |        |         |

### LIST OF SUGGESTIVE INFORMATION, EDUCATION AND COMMUNICATION (IEC) ACTIVITIES BY INDIVIDUAL / GROUPS:

- **Online / Social media awareness - Maximum 30 Hours :**
  - Sharing messages /posters- 2 Hours
  - Organising webinars – 5 hours(Max 8 Volunteers)
  - Participation in webinars- 2hours
  - Drug awareness quiz – 5 hours(Max 8 Volunteers)
  - Participation in quiz- 2 hours
  - Poster making -2 hours
  - Slogan writing -2 hours
  - Posting a selfie picture – 1 Hour
  - “எனக்குவேண்டாம்”(EnnakuVendam) message in social media- 2 hours.

- Familiarizing #எனக்குவேண்டாம்"#EnnakuVendamhashtags - 2 hours.

• **Offline Activities - Maximum 30 Hours :**

- Drug awareness among friends- 3Hours
- Organizing seminars- 5 Hours(Max 8 Volunteers)
- Participation in Seminars-2 hours
- Organizing Drug Awareness /Drug Abuse orientation by expert-3 Hours(Max 8 Volunteers)
- Participation in orientation - 2Hours
- Distribution of awareness pamphlets -3 Hours
- Organizing human chain - 3 Hours
- Organizing walkathons and cycle rally - 3 Hours
- Walkathons- 3 km & cycle rally for 5km
- Mime /street theatre on drug awareness -3 Hours
- Selfie Zone "எனக்குவேண்டாம்" in colleges by the help of nearby police stations 2 hours
- Sports Kabbadi match / Silambam /traditional sports display- 3 Hours.

• **Hybrid Mode - Maximum30 Hours (15 hours each in online and offline)**

- *Both online and offline activities*

**REPORT SUBMISSION:**

- The Units are advised to submit the report duly counter signed by the officer in-charge of the NSS/NCC/YRC/RRC in PDF file to the following email ID: [nibcidcyber@gmail.com](mailto:nibcidcyber@gmail.com)

\*The last date for submission of report March 15<sup>th</sup>.

**REWARDS**

- All participants will be given a certificate on successful completion of 30 hours of drug awareness volunteering program by the District Collector.



- The best volunteering teams will be recognized at District level.

### THE DISTRICT LEVEL AWARDS:

- First Prize : Rs. 15,000 Cash award along with certificate.
- Second Prize : Rs. 10,000 Cash award along with certificate.
- Third Prize : Rs. 5,000 Cash award along with certificate.

\*The above fund will be provided by District Collectors.

### THE SELECTION COMMITTEE AT DISTRICT LEVEL:

- **CHAIRMAN** : District Collector.
- **MEMBERS** : District Superintendent of Police.  
RRC/YRC Coordinator  
ADSP/ DSP incharge of Enforcement Bureau.  
NCC Officer nominated by District Collector.
- **MEMBER SECRETARY**: Chief Education Officer/JD, Collegiate Education  
The District level Committee shall forward the best three entries to Additional Director General of Police, Crime with all relevant records for considering these units for state level awards.

### THE STATE LEVEL AWARDS:

- First Prize : Rolling Trophy, Cash Prize Rs. 1,00,000/- and certificates
- Second Prize : Rolling Trophy, Cash Prize Rs. 75,000/- and certificates
- Third Prize : Rolling Trophy, Cash Prize Rs. 50,000/- and certificates

\*The above fund will be provided by NIB-CID Tamil Nadu.

### THE SELECTION COMMITTEE AT STATE LEVEL :

- **CHAIRMAN** : Addl. Director General of Police, Crime, Chennai.
- **MEMBERS** : Commissioner, Collegiate Education.

Commissioner, School Education  
Regional Director, NSS  
State NSS Officer

NCC Officer at the State Level

- MEMBER SECRETARY: Superintendent of Police, Enforcement Bureau.

**TIME LINE OF EVENTS:**

- Launch of DAD Volunteering Program by the Hon'ble Chief Minister of Tamil Nadu. August 11, 2022.
- Communication to all NSS / NCC / YRC / RRC & all University Vice Chancellors
- Internship Commencement August 11, 2022
- Midterm Progress by ADGP / NSS / NCC / YRC / RRC November 15<sup>th</sup>
- Submission Report last date 15<sup>th</sup> March
- Finalization of District Level Awards and forwarding three best entries for state level awards 30<sup>th</sup> April
- State Level Awards selection 30<sup>th</sup> May
- State level Function To be decided as per convenience of the Hon'ble Chief Minister of Tamil Nadu.



## ANTI DRUG CLUBS

Anti-Drug Clubs are required to be set up in every educational institution for creating awareness against drug abuse.

### OBJECTIVES :

- Awareness amongst students regarding ill effects of drug abuse. Though most students know that drugs are illegal there is no counter narrative amongst their social and peer group that insists that drug abuse is wrong in every ethical, moral and legal sense.
- To protect the students from the ever increasing threat of drug addiction by involving them as stakeholders. By making it a responsibility that students have to ensure that their campus is drug free they would take larger responsibility for their school and surrounding society.
- Students would have a sense of participation in the campaign. Today's youngsters are falling prey to the menace of drug abuse because of lack of any other outlet for their energies, lack of confidence and urge to fit in/ seem 'cool', as a result of depression and because they feel they may not get caught.
- Anti-drug awareness to motivate the institutions to declare themselves drugs free.
- Generate a sense of confidence amongst parents of students.
- A healthy and fit next generation.

### LOGO :

Every educational institution having Anti-Drug Club shall put a board regarding the formation of club like being done for NSS, NCC etc. The board shall display 'EnnakuVendam' logo and toll free number of helpline 10581 and 9498410581.



**#எனக்கு  
வேண்டாம்**

## ACTIVITIES :

- These activities are preferred to be completed by the end of an academic year for each club for all its members or associative clubs.
- Organising and participating in seminars with guest speakers
  - Local medical officer
  - Local police personnel
  - Local administration personnel
  - Other experts
- Organising a poster / pamphlet competition and creating pamphlets with catchy slogans and phrases to be judged by prescribed institution committee and winners to be appropriately recognised.
- Distributing pamphlets in public places under the supervision of faculty in charge of club.
- Organising and visiting de-addiction centres under supervision of faculty in charge of club.
- Organising a visit to local fire station, police station etc members should learn to draft a complaint to police in case of any untoward incident

- Organising walkathon to create awareness on drug abuse under supervision of teachers
- Organising cycle rally to create awareness on drug abuse under supervision of teachers
- Organising an essay competition within the institution on the theme of drug abuse to be judged by institution committee and to be sent to District level committee / DEO
- Organising institution level quiz on the theme of drug abuse
- Creating a song on the theme of drug abuse
- Creating a street play to create awareness on drug abuse and organising such plays in campus and other areas.
- Any other innovative method to create awareness

**Composition of the clubs, functioning and reports:**

- Every educational institution will have an Anti-drug club
- Membership into the club will be purely voluntary for all students from class 9 onwards in schools and all students in polytechnic or colleges
- Minimum of 5 members of the club per institution will be office bearers/ representatives
  - If head of the institution is of the opinion that more representatives are needed to conduct the club activities then suitable numbers may be increased and intimated to district and state level committees
  - Procedure of electing / selecting office bearers :
    - Preferably the members of the club may elect/select the 5 representatives once finalised, the list of representatives along with their address and contact number will be sent to DEO for onward transmission to state committee
- The anti-drug club will undertake activities that are stipulated but not limited to those listed out by the state and district committees. So long as the activities are

in line with the greater objectives of the 'Drive against Drugs' campaign and within the confines of the existing laws enforced in the state, such activities may be undertaken.

- ~~It is encouraged that activities are showcased in social media and the concerned~~ accounts of 'Drive Against Drugs' may be tagged so as to take note of the activities and the traction it has generated. Suitable hash tags will be conveyed which can be used for each post from the club.
  
- An annual report will be prepared by the representatives and vetted by the faculty in charge of the club and the head of the institution and 2 copies will be sent to the DEO, one copy will be forwarded by the DEO to the state committee.
  - The annual report will contain gist of all the activities that the club has undertaken in the academic year
  - The annual report will be sent as stipulated at the end of the academic year as stipulated.

## District and State level Committees

### DISTRICT LEVEL COMMITTEE :

- District level committee will comprise of
  - District Collector - **Chairperson**
  - Nominee of District Collector – Field of specialisation
  - Superintendent of Police
  - ADSP / DSP incharge of Enforcement Bureau.
  - Chief Education Officer – **Member Secretary.**
  
- The responsibility of the District Level Committee is to select the top 3 clubs at the school and college each based on their annual report of all activities conducted during the academic year.
  
- The Chief Education Officer will act as the member secretary and convene the meeting.
  
- The District Level Committee will request for quarterly and half yearly performance from the clubs and motivate / facilitate the activities of the clubs in whatever ways possible. The district performance of the clubs will be

conveyed to the state level committee in the same quarterly and half yearly fashion.

- The district level committee will convey the annual top 3 clubs at the school and college level to the Member Secretary, State level committee for selecting the top 3 clubs in the state level.

#### DISTRICT LEVEL AWARDS :

- First Prize : Rs. 15,000 Cash award along with certificate
- Second Prize : Rs. 10,000 Cash award along with certificate
- Third Prize : Rs. 5,000 Cash award along with certificate

\*The above fund will be provided by District Collectors.

#### STATE LEVEL COMMITTEE :

- The state level committee will be comprised of
  - Additional Director General of Police & Head of Anti-Narcotics Task Force- Chairperson
  - Commissioner, Collegiate Education
  - Commissioner, School Education
  - SP, NIB CID
- SP, NIB CID will act as the member secretary and convene the meeting to deliberate upon the activities of the club as well as specific meeting to select the top 3 clubs at the state level for schools and colleges based on the reports sent by District Level Committee as well as impact assessed from the outreach programmes of each club.

#### STATE LEVEL AWARDS :

- First Prize : Rolling Trophy, Cash Prize Rs. 1,00,000 and certificates
- Second Prize : Rolling Trophy, Cash Prize Rs. 75,000 and certificates
- Third Prize : Rolling Trophy, Cash Prize Rs. 50,000 and certificates

\*The above fund will be provided by NIB-CID Tamil Nadu.

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## TIMELINE :

- Educational institutions may take up the list of activities as per their convenience through the academic year. It is recommended that all activities must be undertaken by the institution. (The timeline for submitting the annual report would be prior to the board exams in March each year)
- Submission of annual report to CEO of every district from educational institutions by 15<sup>th</sup> February.
- Selection of best reports from District level committee and submission of top 3 reports in School and College / Polytechnic category to the state level committee by 20<sup>th</sup> April.
- Selection of Best Schools and Colleges / Polytechnics at State Level by State Level Committee by 15<sup>th</sup> May.
- Presentation of awards to TOP 3 Schools and Colleges by Hon'ble Chief Minister. (at the convenience of Hon'ble Chief Minister, preferably before or shortly after the re-opening of next academic year)

