



CPA
COLLEGE OF GLOBAL STUDIES
Affiliated to University of Calicut & Recognized by Govt. of Kerala
Cheloor, Puthanathani, Malappuram Dt
cpacollegeinfo@gmail.com



NAAC
NATIONAL ASSESSMENT AND
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PROGRAMME REPORT

**SIR ENUMERATION FORM FILLING
(HELP DESK)**

NSS UNIT 272

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Date: 12.08.2025

From,
Aboobacker k.
NSS Program Officer
CPA College of Global Studies, Puthanathani

To,
The Principal
CPA College of Global Studies
Puthanathani, Malappuram

Subject: Request for Permission to Attend Sir Enumeration form filling (help desk)
Sir,

Our NSS Volunteers are interested to attend Sir Enumumertion form filling (help desk) the prgramme conducted in CPA college Puthanathani .on november 15

We look forward to your support and kind approval to organize the event meaningfully.

Thanking you,

Yours sincerely,
Aboobacker k.



CPA COLLEGE OF GLOBAL STUDIES | PUTHANATHANI

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 Ph: 0494-2973333, Mob:7510363333 | E-mail:cpacollegeinfo@gmail.com | Website:cpacollege.ac.in

PROGRAMME APPROVAL FORM

Request From : Abboobacker.k Date : 14/11/25
 Designation : NSS programme officer Dept.: Management Studies
 Kindly approve the Programme and sanction the budget.

Programme Description		SIR - Help Desk	
Programme Objective		To help for assist users by answering their queries clearly and promptly	
Date	15-11-25	Time	10:00 am To 3:00 pm
Staff In charge		Abboobacker.k, and Varsha miss	
Student Coordinators		Shilan	
Audience		public	
Expenditure Estimates		1. Honorarium for the guest : - 2. Refreshment charges : - 3. PA System : - 4. Miscellaneous : - Total Budget Estimate : -	
Venue: <input checked="" type="checkbox"/> Auditorium <input type="checkbox"/> Open Stage <input type="checkbox"/> Class Room <input type="checkbox"/> Outside the Campus			
If outside the campus please mention the venue:			
Projector Required?	-	Laptop Required?	-
Camera Required?	-		
Others if Any		-	
Guest for the Programme		-	

Sign: [Signature] HOD: _____ Principal: [Signature]
 System Admin : _____ Accountant: _____
 FM: _____ Administrator : _____



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NSS UNIT 272

Date: 10/09/2025

CIRCULAR

Subject: enumeration form filling (help desk)

The NSS Unit of our college is organizing a SIR Form Filling Help Desk on 15th November 2025 from 10:00 AM to 2:00 PM at CPA College, Puthanathani.

The Help Desk aims to assist students in correctly completing the SIR Form and to ensure smooth participation in the ongoing enumeration process.

We warmly invite all students, teaching, and non-teaching staff to make use of this support facility and ensure that the form is filled accurately and on time.

Let us come together to promote responsible participation in official data collection activities.

Aboobacker K
NSS Program officer
CPA College of Global Studies, Puthanathani

Copy To,

All HoDs of all the Departments
CPA College of Global Studies

POSTER OF THE PROGRAM



The poster features a yellow background with a sunburst effect in the top right corner. At the top left is the NSS logo, a circular emblem with a red and white wheel-like design and the text 'राष्ट्रीय सेवा योजना' and 'NATIONAL SERVICE SCHEME'. To its right, 'NSS UNIT 272' is written in black. The main title 'SIR ENUMERATION FORM' is in large, bold, white letters. Below the title, on the left, is a graphic of a white notepad with a blue pushpin at the top left and a hand writing on it. The notepad has 'SIR enumeration Form:' written on it. To the right of the notepad is a white, torn-paper-style shape containing the text 'Help Desk'. Below these elements are three icons: a calendar icon, a clock icon, and a location pin icon. Each icon is followed by text: '15/12/25 Saturday', '10am to 2pm', and 'CPA college Puthanathani' respectively.

NSS UNIT 272

SIR ENUMERATION FORM

SIR enumeration Form:

Help Desk

15/12/25
Saturday

10am to 2pm

CPA college
Puthanathani



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Cheloor, Puthanathani
Malappuram Dt. Pin: 676 552
Ph: 0494 297 3333, 9946 732 236,
7510 363 333, 9847 373 228
cpacollegeinfo@gmail.com



DATE :15/11/25

TIME:10AM TO 2:00 PM

SIR HELP DESK

ENUMERATION FORM FILLING

NSS UNIT : 272

PARTICIPANTS LIST (REGISTRATION)

SL NO	NAME	HOUSE NAME	MOBIL NUMBER
1	മുഹമ്മദ് മുഹമ്മദ്	മിത്താട്ട്	9947056121
2	കുഞ്ഞിമോൻ	നെളിമിമ്പിൻ	9947502979
3	സാജിന	കോട്ടപ്പിള്ളി	9947041892
4	അബ്ദുൽ ഔട്ടുർ	കിരണാടൻ	8138966745
5	മുസ	മുണ്ടാട്ടിൻ മൂലപ്പള്ളി	9539505085
6	മുഹമ്മദ് റുസീം	മുത്തുവട്ടിൻ	8891378928
7	നാസർ മുഹമ്മദ് ഫിസിയോൺ	മുഹമ്മദ് ഫിസിയോൺ	9744946406
8	റാഖാസ് മുത്തുവട്ടിൻ	മുത്തുവട്ടിൻ	8089653655
9	കബീർ മുദ്രിപറമ്പിൽ	കുദ്രിപറമ്പിൽ	8086911099
10	സമീറ	കുദ്രിപറമ്പിൽ	7559020480
11	സാജിന	കുദ്രിപറമ്പിൽ	9895508098
12	നാദിയ	പേലക്കൽ	9895680289
13	മുഹമ്മദ്	പട്ടണം	8089774251
14	സമീറ	മുത്തുവട്ടിൻ	9656319720
15	സമീറ	മുത്തുവട്ടിൻ	8606548992
16	വാസീം	മുത്തുവട്ടിൻ	9562008824
17	സമീറ	മുത്തുവട്ടിൻ	9562949561
18	കുഞ്ഞിമുട്ട	മുണ്ടാട്ട്	8943959885
19	മുസ	മുണ്ടാട്ട് മുണ്ടൻ തടവ്	9562029269
20	നാദിയ	മുണ്ടാട്ട് മുണ്ടൻ തടവ്	8943959885
21	നാദിയ	മുണ്ടാട്ട് മുണ്ടൻ തടവ്	9526653480
22	സമീറ	മുത്തുവട്ടിൻ	8138953124
23	നാദിയ	മുഹമ്മദ് ഫിസിയോൺ	7306739074

PROGRAMME REPORT

Title of the Programme : SIR FORM FILLING HELP DESK

Date: 15th NOVEMBER 2025

Name of the Co-Ordinator: Aboobacker K

Objective of the Programme:

- To assist students in correctly filling the SIR Form as part of the ongoing enumeration process.
- To create awareness about the importance of accurate data submission for government demographic records.
- To guide students in understanding the required information and avoiding common mistakes.
- To provide on-spot clarification and support through a structured help desk.
- To promote responsible participation in official enumeration activities among students..

The NSS Unit of CPA College of Global Studies, Puthanathani organized a SIR Form Filling Help Desk on 15th November 2025 from 10:00 AM to 2:00 PM at the college campus.

The purpose of the Help Desk was to support students in completing the SIR enumeration form accurately and to ensure that they understood the required steps and information.

The Help Desk was coordinated by Mr. Aboobacker K, NSS Program Officer, along with NSS volunteers who assisted students throughout the session.

The volunteers explained each section of the form, clarified commonly misunderstood details, and helped students fill in the required fields without errors.

Students visited the Help Desk continuously during the scheduled hours, seeking guidance and clarification.

The session was highly beneficial, as students received personalized assistance and were able to complete the form with confidence.

The event created awareness about the importance of accurate data in government enumeration processes and encouraged responsible participation among students.

The Vote of Thanks was delivered by an NSS Volunteer, expressing gratitude to the Principal, staff members, and all volunteers who contributed to making the Help Desk efficient and successful.

GEO TAGGED PHOTOS



