

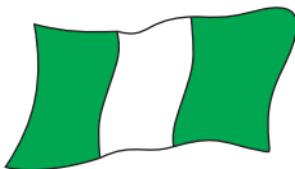


# **NATIONAL YOUTH SERVICE CORPS**

## **BYE LAWS 1993**

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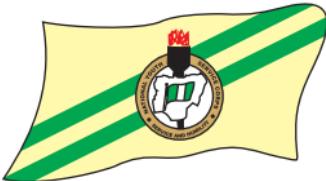
.....  
Correct Citation:  
National Youth Service Corps  
BYE-LAWS 1993  
.....



## NATIONAL ANTHEM

Arise, O compatriots,  
Nigeria's call obey,  
To serve our Fatherland,  
With love and strength and faith,  
The labour of our heroes past,  
Shall never be in vain,  
To serve with heart and might  
One nation bound in freedom,  
Peace and Unity.

O God of Creation,  
direct our noble cause,  
Guide our leaders right;  
Help our youths the truth to know,  
In love and honesty to grow,  
And living just and true;  
Great lofty heights attain,  
To build a nation where peace  
And justice Shall reign



## **NYSC. ANTHEM**

Youths obey the Clarion call  
Let us lift our nation high  
Under the sun or in the rain  
With dedication and selflessness  
Nigeria is ours, Nigeria we serve.

Members, take the great salute  
Put the Nation first in all  
With Service and humility  
NYSC for the noble Youths  
Make Nigeria a great nation

Far and near we come to serve  
And to build our fatherland  
With oneness and loyalty  
NYSC for unity  
Hail Nigeria our great nation

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# **NATIONAL YOUTH SERVICE CORPS BYE-LAWS**

## **SCHEDULE 1**

### **1. Motto of the National Youth Service Corps:**

The Motto of the National Youth Service Corps.

(Hereinafter referred to as the "Service Corps") shall be ("Service and Humility").

### **2. The Pledge:**

Every member of the Service Corps (hereinafter referred to as "member") shall as soon as possible after registration subscribe to and sign a copy of the Pledge set out in Schedule 3 to these Bye-Laws.

### **3. Code of Conduct:**

Every member shall observe the following code of conduct during the period to which the Code relates, that is to say:

- (a) Every member shall accept his posting without question.
- (b) During the period of Orientation, every member shall:
  - (i) Attend regularly, punctually and participate fully in all official engagements on the field, at lecture and all places of work;
  - (ii) Not leave the Orientation Camp or absent himself from any official activity without the written consent of the State Director or his representative;

(iii) When absent from his duties on account of illness, ensure,

that such absence is covered by an "Excuse Duty Certificate", issued by a medical doctor then on duty at the Camp.

- (iv) not gamble within the premises;
- (v) not be in possession of firearms or ammunition.
- (vi) not smoke or chew anything whatever while on parade, and at any other time not smoke in a prohibited area or throw lighted cigarette butts or lighted matches about the premises carelessly;
- (vii) not get drunk;
- (viii) not receive visitors in the camp except on Saturday, Sunday and a public holiday.
- (ix) Wear the various uniform provided for activities;
- (x) not deprive other members of their meals by taking double rations;
- (xi) not keep animal pets in the camp;
- (xii) not riot or take part in mob action;
- (xiii) not steal;
- (xiv) not take part or organise night parties in camp without the written permission of the State Director.
- xv. not be insubordinate or rude to camp officials.

- (c) **During the period of Primary Assignment every member shall;**
- (I) accept his assignment without questions;
  - (ii) report at duty station promptly;
  - (iii) report for duty punctually;
  - (iv) carry out such duty diligently;
  - (v) not leave his station or absent himself from any official activities without the written consent of the appropriate authority in his establishment.
  - (vi) not travel outside the state without prior written consent of the State Director.
  - (vii) not be rude or insubordinate at his place of work.
  - (viii) not engage in immoral practices especially with students:
  - (ix) not disclose any information which comes to him in his official capacity to any person not authorized to receive such information:
  - (x) not engage in private practice.
  - (xi) not ride a motor-cycle without wearing a crash helmet.
- (d) **During the period of Year-Round Community Development Service every member shall:**
- (i) not absent himself from project site without the prior written consent of his Community Development Inspector;
  - (ii) report punctually at his place of assignment and

- (iii) work as an efficient member of his team.
- (e) **During the period of the Winding-up and Passing-out every member shall:**
- i. Participate in all the activities and programmes.
- 4. Medical Provision**
- Any member who takes ill while on duty shall avail himself of the nearest Military or Government Medical Facilities and on no account seek specialist treatment outside his station without:
- a. Prior reference by the **Government or Military Doctor.**
  - b. The written permission of the State Director.
- 5. Leave of Absence**
- i. Except in the case of the 21-days vacation granted as a terminal benefit on completion of the service, leave is a privilege granted at the discretion of the Director-General in accordance with the leave scales laid down by the National Directorate Headquarters from time to time.
  - ii. Except in the case of vacation leave, total number of days that can be granted as leave for whatever reasons shall not exceed 14 days in any service year;
  - iii. Leave of absence shall not be granted to enable a member to travel outside Nigeria except be the Director-General;

- iv. Subject to the exigencies of the service, a member may be recalled from his leave at short notice;
- v. Leave of absence shall begin on the day specified in the letter approving such leave and a member is required to rejoin his post on the day the leave expires;
- vi. On rejoining the post from leave, it shall be the duty of each member to acquaint himself with all instructions issued during his absence;
- vii.
  - (a) 1. Where a member on leave requires Medical Attention, he shall report to the Military or Government Hospital and shall be treated on production of his identity card;
  - (b) 1. Where in the absence of the facilities referred to in subparagraph (a) above, a member is compelled to avail himself of the services of the private medical practitioner, he shall be responsible in the first instance for the Fees payable and shall obtain a receipt thereof as well as a medical report from a Military or Government hospital.

2. If the circumstances are recognised as requiring such service, the Headquarters may authorise a refund to such a member at such rates, as the Director-General considers fair and reasonable.
  - (c) A member who has availed himself of the facilities in subparagraphs (a) and (b) (1) above must tender a medical report or discharge certificate on disposal of the case as evidence on return to his post;
  - (d) Any payment made to a chemist for treatment rendered to a member while on leave may only be refund by the State Director where there is no Hospital in the area at such rates as the State Director considers fair and reasonable;
- viii. where a member is admitted into Hospital, during his leave, it shall be his duty to notify his State Director.

## **6. Maternity Leave During the Service Year**

- (i) A married or an unmarried pregnant member shall be entitled to twelve weeks maternity leave. During this period of leave, she will be paid full monthly allowance.
- (ii) She will not however, be entitle to the annual leave of 21 Days (terminal leave).

**7.**

## **Marriage During Service Year**

A member who desires to get married during the service year shall:

- (a) Be allowed to perform the marriage ceremony in any place of His/her choice;
- (b) Any member who wishes to apply for leave of absence for the purpose of subparagraph (a) above shall do so not later than four weeks before the date of the proposed marriage.

**8.**

## **Abscondment**

Any member who is absent for continuous period of 3 months within the service year shall be considered to have absconded and shall be declared a wanted person.

**9.**

## **I.D. Cards**

- i. Every member shall:
  - (a) During the service year carry on his person, his Identity Card wherever he goes and shall on request present it to the appropriate authority.
  - (b) At the end thereof, surrender it to the State Director.
- ii. Any person who fails to surrender his identity card to the State Director shall be

liable to the appropriate penalty prescribed in schedule 2 hereto.

## **10. Confidential Reports**

- i. In order to provide a full record of work, conduct and capabilities of each member, and to assist the Headquarters to give a correct assessment of each member at the end of the service year, the following reports shall be made on each Corps member.
  - (a) A record of Orientation Assessment documented on NYSC Form 2(A);
  - (b) A quarterly record of Primary Assignment Assessment by the Corps Employer documented on NYSC Form 2(B); and
  - (c) A record of Secondary Assignment Assessment by the Community Development Inspector documented on NYSC Form 2(c).  
(NYSC Forms 2(A), (B) and (C) in Schedule 3 of these Bye Laws).

- ii. Each confidential report submitted, pursuant to sub-paragraph (1) above, shall be considered a privileged document and shall not be made public but;

- (a) The substance of adverse comment on the work or conduct of a member which is included in any such report on him shall be conveyed to him in writing by the State Director with the object of encouraging him to overcome his shortcomings; and
- (b) The fact that his action has been taken should be endorsed on the report itself.

Where a member has any cause to make representation in respect of any part of his report, he shall do so through his Employer to the State Director.

## **11. Channels of Communications**

- i. All communications including those for redeployment from a Corps member shall always be endorsed by his Employer.
- ii. A member shall seek redress for any grievances or redeployment from:
  - (a) His Corp Employer or the State Director in the first instance; but
  - (b) where he is not satisfied with the action taken by any person mentioned in sub-paragraph (a) above, he may appeal to the Chairman of the State Governing Board; and

- (c) As a last resort, he may appeal to the Director-General.
- iii. any member who
- (a) violates the progressive channel of communication laid down in subparagraphs (i) and (ii) above, or
  - (b) airs his grievance in any news media, shall be liable to the appropriate penalty prescribed in Schedule 2 hereto.

## **12. Miscellaneous Provision**

No member shall:

- (a) be involved in any act of forgery;
- (b) Form any organisation or group without the prior written consent of the State Director;
- (c) engage in fraudulent practices;
- (d) engage in physical fighting;
- (e) assault any official of the NYSC or his employer, in his place of Primary Assignment physically or verbally;
- (f) take part in partisan politics;
- (g) engage in any action detrimental to the image of the scheme;

- (h) organise or engage in any form of secret cult or organisation, or
- (I) address the press or communicate with any of the State Executives without permission of the State Director.

### **13. Citation**

These Bye-Laws may be cited as the National Youth Service Corps Bye-Laws 1993

## **SCHEDULE 2**

### **PENALTIES**

**1. The following penalties shall be imposed in the following circumstances.**

- |   |  |
|---|--|
| (a) For lateness in any official engagement on field, at lectures or of work. | 15 minutes drill by the Camp Commandant  |
| (b) Leaving the camp without permission of the State Director.                | Extension of the Service year by double the number of days for which the member was absent from his camp and forfeiture of his allowance for the same number of days of which he was absent. |
| (c) Absence from any activity without the State Director's permission.        | Forfeiture of the day's pay.   |
| (d) Gambling  | Fine of not less than N50.00   |
| (e) Possession of arms and ammunition   | Member shall be handed over to the police for prosecution  |
| (f) Smoking or chewing while on parade  | Extra drill for 15 minutes   |
| (g) Taking double ration or aiding and abetting taking of double ration       | Fine of not more than N20.00   |
| (h) Drunkenness resulting in disorderly behaviour                             | Extra drill of 20 minutes  |

- |  |  |
|--|--|
| (I) Failure to wear the uniform provided for any particular activity                                     | (a) The Corps member should be informed to go and wear the uniform, failing which he will be decamped. |
|  | (b) After dressing up, he will be drilled for 20 minutes.  |
| (j) Receiving visitor in camp on any unauthorized day or hour  | 20 minutes extra drill   |
| (k) Infringement of office preventive measures   | To face camp court   |
| (l) Bringing animal pets to camp   | Corps owner of pet not to be registered  |
| (m) Inciting other members to cause disaffection in the camp   | Extension of service by at least, 90 days on half pay.   |
| (n) Rioting or taking part in a mob Action   | Extension of service for a period of 90 days on half pay.  |
| (o) Stealing in camp   | Recovery of stolen item(s) and extension of service for 90 days on half pay                            |
| (p) Taking part in organising night parties in camp without the written permission of the State Director | Extra drill 30 minutes.  |
| (q) Insubordination or rudeness to Camp officials  | 30 days extension on half pay  |
| (r) Failure to report for service  | A fine of N2,000.00 or imprisonment for a term of 12 months or both on conviction                      |

(s)	Illegal participant in the service	A fine of N4,000.00 or imprisonment for a 2 years or both on conviction.
(t)	Complicity in perpetrating illegal participation (by individual or Corporate bodies)	Fine of N5,000.00 or imprisonment for 3 years or both.
(u)	Illegal wearing of NYSC Uniform	Fine of N1,000.00 or imprisonment for not less than 6 (six) months or both
(v)	Organising or engaging in any form of secret cult or organisation	Immediately decampment and the case referred to National Headquarter Disciplinary Committee
(w)	Addressing the press without the prior written consent of the State Director	Extension of service for at least 30 days on half pay.

## **2. General Notes**

Drill (Serving as penalties) for offenders should be administered during the camp leisure.

All fines should be deducted from the Corps member's monthly allowance and paid prompt to the NYSC Accounts and receipt issued accordingly.

## **3. During the period of Primary Assignment**

(a)	Failure to accept assignment	Withholding of clearance for monthly allowance until he complies.
-----	------------------------------	---

(b)	Lateness to report at duty station promptly	<u>Extension of service by double the period he is late to station</u>
(c)	Failure to report to duty/punctuality	<u>Query by Employer and report to State Director subsequently</u>
(d)	Failure to carry out duties diligently	<u>Same as (C) above</u>
(e)	Leaving his duty station or absenting himself from any official activities without the written consent of the State Director.	<u>Extension of service to be determined by the State Director.</u>
(f)	Travelling outside the State without written permission of the State Director.	<u>Forfeiture of allowance for the number of days absent and extension of service, double the period of absence.</u>
(g)	Rudeness and insubordination	<u>Extension of service for a period not less than 14 days</u>
(h)	Engaging in immoral practice especially with students	<u>Extensions of service for a period not less than 90 days.</u>
(I)	Disclosing official information	<u>Extension of service for a period not less than 30 days</u>
(j)	Leaking examination question	<u>Extension for service for period not less than 2 month with half pay and employment.</u>
(k)	Engaging in private practice	<u>Extension of service for a period of not less than 14 days.</u>
(l)	Riding a motor-cycle without crash helmet	<u>Fine of not less than N30.00</u>

## **4. During the Period of Secondary Assignment**

- |   |  |
|---|--|
| (a) Absence from place of assignment                            | Forfeiture of the days allowance plus extension double the number of days absent.                                    |
| (b) Lateness of more than 30 minutes to the place of assignment | Stern warning in the first instance and if he continues to be late he forfeits the allowance for the number of days. |

## **5. During the Period of Winding-up and Passing-out**

- |   |  |
|---|--|
| (a) Failure to participate in any of the activities | Forfeiture of transport Fare back home |
|---|--|

## **6. Miscellaneous Penalties**

- |  |  |
|--|--|
| (a) Failure to produce identity card on demand   | Fine of N5.00  |
| (b) Loss of Identity Card  | Fine of N20.00   |
| (c) Wrongful Channelling of Communication  | No action should be taken on such communication  |
| (d) Seeking redress outside established channel of communication                         | Extension of service for a period to be determined by the National Directorate Headquarter.                  |
| (e) Forgery  | Extension of service for at least 90 days and/or handing over to the Police for investigation as applicable. |
| (f) Forming any organisation or group without the written consent of the State Director. | Proscription of the group plus extension of service for a period of no less than 14 days.                    |

(g) Fraud	Recovery of the amount involved plus extension of service for at least 60 days and/or handing over to the Police for investigation as applicable.
(h) Engaging in physical fighting	Extension of service for a period not less than 14 days.
(I) Assaulting NYSC/any officer in his place of Primary Assignment	Extension of service for a period not less than 30 days with pay and redeployment
(j) Taking part in partisan politics	Extension of service for a period not less than 3 months.
(k) Loss of any item of kits	Payment of the equivalent for the current price of the kit item
(l) Wilful damage to public property	Payment of the cost of damaged property plus extension of service for 14 days.

## **EXPLANATION NOTES:**

- (a) Any member who infringe any of the foregoing provision shall have the benefits of appearing either before the camp court during the Orientation/Passing-out periods or the State Disciplinary Committee at any other period(s) during the service year. The Court Disciplinary Committee shall be established in each camp or state to determine breaches and mete out appropriate penalties.
- (b) Except where otherwise stated, extension of service is now double the period of absence from duty, with only half allowance for the "period".
- (c) Any corps member who travels outside the country without permission from the Director-General shall face appropriate disciplinary measures to be determined by the Director-General.
- (d) Corps members should not travel out of the State during School, College and Public holidays without permission from the State Director.

## SCHEDULE 3

### Miscellaneous



### THE PLEDGE

I pledge to Nigeria my Country,  
To be Faithful, Loyal and Honest  
To serve Nigeria with all my Strength  
To defend her Unity and  
Uphold her honour and glory  
So, help me God.

---

*Signature of member*

SWORN to at National Youth Service Corps  
Orientation

Camp this ..... Day of ..... 20 .....

**BEFORE ME**

---

**CHIEF JUDGE**

## **NATIONAL YOUTH SERVICE CORPS**

### **THE PLEDGE**

In pursuance of our aspiration to build a united, peaceful, prosperous, hate-free, egalitarian society and a great nation and of our motto "Service and Humility"

I .....

(Name of Member)

Member of the National Youth Service Corps 20....Hereby pledge to follow at all times the leadership of those in authority irrespective of their social and educational background and in particular I shall:

- (a) At all times and place think, act, regard myself and speak first as a Nigerian before anything else;
- (b) be proud of the fatherland, appreciate and cherish the culture, traditions, arts, and languages of the nation;
- (c) be prepared to serve honestly, faithfully and if need be, pay the supreme sacrifice for the fatherland;
- (d) be well-informed about the history, geography, economy and the resources of Nigeria;
- (e) regard fellow Nigerians as my brothers and sisters and myself as my "Brother's Keeper";
- (f) have a healthy attitude to work and play, I shall not only be ready to work in any part of the country to which I am deployed but also genuinely identify myself with the problems and aspirations of the people of the areas in which I work;

- (g) tackle difficulties and challenges in a disciplined and self reliant manner constitutionally pursuing grievances and properly channelling such for redress;
- (h) see myself always as a leader who must give effective leadership by my transparent honesty and selfless services;
- (I) detest and shun bribery and all forms of corruption and nepotism;
- (j) be courteous and polite to all and sundry.
- (k) be obedient without being slavish and
- (l) always remember the motto and strive continuously to live up to the ideals of the National youth Service Corps during and after my service Year.

So help me God.

---

Signature of Corps Member

NYSC Call-up No of Corps Member .....

State Registration No. of Corps Member .....

SWORN to at National Youth Service Corps  
Orientation

Camp this..... Day of ..... 20 .....

*BEFORE ME*

---

CHIEF JUDGE

# NATIONAL YOUTH SERVICE CORPS

PERFORMANCE REPORT ON CORPS MEMBER  
(ORIENTATIONS COURSE)

TO BE COMPLETED IN CAPITAL LETTERS

<b>STATE</b>	<b>STATE REG/CODE NO</b>
<input type="text"/>	<input type="text"/>

## PART I ( TO BE COMPLETED BY CORPS MEMBER)

1. NYSC CALL-UP NUMBER: .....
2. NAME: ..... SURNAME ..... OTHER NAMES .....
3. Change of names during Service Year:.....  
.....  
.....
4. Qualification/s with area of specialisation.  
.....  
.....  
.....
5. State of Origin.....
6. State of Deployment.....
7. Period covered by report.....

## PART II (TO BE COMPLETED BY SQUAD/PLATOON INSTRUCTORS)

### NOTES:

- (i) There are 10 headings under which Corps members have to be scored.
- (ii) Maximum score under headings 1 - 10 is 10 while minimum of 2 i.e. Maximum obtainable scores is 100.
- (iii) Scoring should be honest; objective, and fair. It should be comparative and relative to the

## AWARD OF MARK

Excellent .....	10
V.Good .....	8
Good .....	6
Fair.....	4
Poor.....	2

**Enter score for each item in the box following each item**

Appearance & Bearing	e.g. During parade, Physical Training and in camp generally
Punctuality & Regularity	With what resolution does he tackle his work e.g. Man O' War Bay, Exercise, Language Study, Drill etc ?
Sense of Duty	Does he put service before other interest?
Loyalty	With what assurance can he be relied upon for support even when orders run counter to his opinion?
Initiative & Resourcefulness	Man O' War training
Team Work	How good is his team work? Does he generate a wholesome influence, on his colleague at work?
Command & Leadership	How firm and effective in bringing others under control?
Discipline	How amenable to discipline?
Emotional poise and self-control	
Special Contribution(s) made e.g. Cooking, Games, Social Activities to the success of the Orientation i.e. Man O' War activities	
<b>TOTAL</b>	

**11. General Assessment and any additional remarks:**

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Signature of Reporting Officer

Appointment: .....

Name: .....

Date: .....

**12. Comments by the Corps Members**

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Signature of Corps Member

Date: .....

**PART III (TO BE COMPLETED BY THE SQUAD/PLATOON SUPERVISOR)**

Do you know him?

"Yes well/well adequately"

Do you support the rating and comments in part II?

\*Yes No

**SQUAD/PLATOONS SUPERVISOR'S GENERAL COMMENTS:**

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.....  
Name in Block letters

**NATIONAL YOUTH SERVICE CORPS**

NATIONAL DIRECTORATE HEADQUARTERS

**QUARTERLY CONFIDENTIAL PERFORMANCE REPORT ON CORPS MEMBERS  
(PRIMARY ASSIGNMENT)**

TO BE COMPLETED IN CAPITAL LETTERS

<b>STATE</b>	<b>STATE REG/CODE NO</b>

**PART I ( TO BE COMPLETED BY CORPS MEMBER)**

1. NYSC CALL-UP NUMBER: \_\_\_\_\_
2. NAME: \_\_\_\_\_
3. Date of Registration: \_\_\_\_\_
4. Change of names during Service Year \_\_\_\_\_
5. Higher Institution(s) Attended with dates: \_\_\_\_\_
6. Qualification(s) with area of specialisation \_\_\_\_\_
7. State of Origin \_\_\_\_\_
8. Employer During Primary Assignment: \_\_\_\_\_
9. Town/Village of Primary Assignment: \_\_\_\_\_
10. Type of Assignment: \_\_\_\_\_
11. Period Covered by Report: \_\_\_\_\_

1st/2nd tier Form \_\_\_\_\_ To \_\_\_\_\_

**PART II ( TO BE COMPLETED BY CORPS EMPLOYER)****Important Notes**

- (I) Total marks obtainable is 100%  
Marks are allocated relative to the item being assessed
- (ii) Scoring should be honest, objective and fair. It should be comparative and relative to the group of corps members under study.

**CATEGORIES OF FINAL MARKS AWARDED**

Excellent \_\_\_\_\_ 90 - 100%

V.Good \_\_\_\_\_ 70 - 89%

Good \_\_\_\_\_ 60 - 69%

**Enter score for each item in the box following each item**

1.	Punctuality (5)	
2.	Regularity (5)	
3.	Determination (8)	
4.	Devotion to Duty (8)	
5.	Loyalty (8)	
6.	Effectiveness (8)	
7.	Initiative and Resourcefulness (5)	
8.	Discipline (8)	
9.	Teamwork (5)	
10.	Reliability (5)	
11.	Command and Leadership (5)	
12	Appearance and Bearing (5)	
13.	Relationship with Others (5)	
14.	Emotional Poise and Self Control (5)	
15.	Special Contributions by the Corps Member (15)	
	<b>TOTAL SCORE</b>	
	<b>PERCENTAGE</b>	

16. Justify your rating for item 15 (only)

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\_\_\_\_\_  
Signature and Stamp of Corps Employer

Designation: \_\_\_\_\_

Name of Officer: \_\_\_\_\_

Date: \_\_\_\_\_

## **PART III**

### **1. Zonal Inspector's General Comments**

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Signature of Zonal Inspector

Name in Block Letters

Date: \_\_\_\_\_

### **2. Remarks by the Director**

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Signature & Stamp of Zonal Director

Name in Block Letters

Date: \_\_\_\_\_

**NATIONAL YOUTH SERVICE CORPS****PERFORMANCE REPORT ON CORPS MEMBERS  
(COMMUNITY DEVELOPMENT PROGRAMME)**

TO BE COMPLETED IN CAPITAL LETTERS

<b>STATE</b>	<b>STATE REG/CODE NO</b>
<input type="text"/>	<input type="text"/>

**PART I ( TO BE COMPLETED BY CORPS MEMBER)**

1. NYSC Call-up Number: \_\_\_\_\_
2. Name: \_\_\_\_\_ SURNAME \_\_\_\_\_ OTHER NAMES \_\_\_\_\_
3. Date of Registration: \_\_\_\_\_
4. Change of names during Service Year: \_\_\_\_\_
5. Place of Primary Assignment: \_\_\_\_\_
6. Local Government Area: \_\_\_\_\_
7. Community Development Project:
  - (a) YRCD 1. Description: \_\_\_\_\_
  2. Location: \_\_\_\_\_
  3. Local Government Area: \_\_\_\_\_
- (b) TCD 1. Description: \_\_\_\_\_
2. Location: \_\_\_\_\_
3. Local Government Area: \_\_\_\_\_
8. Period Covered by Report: \_\_\_\_\_

**PART II (TO BE COMPLETED BY THE COMMUNITY DEVELOPMENT SUPERVISOR)**  
**Important Notes**

- (I) There are 15 headings under which a Corp Member has to be scored.
- (ii) Maximum score under heading 1 – 12 for each type of CD is 5 heading 13 & 144 & 15.2 while minimum is 1. i.e. Maximum obtainable score is 70, raised proportionately to centum (100%). Average percentage score for all C.D becomes the final score.
- (iii) Scoring should be honest, objective and fair. It should be comparative and relative to the group of corps members under study.

### **AWARD OF MARKS**

Excellent _____	90% - 100%
V.Good _____	70% - 89%
Good _____	60% - 69%
Fair _____	40% - 59%

**Enter score for each item in the box following each item**

1.	Punctuality (5)		
2.	Regularity (5)		
3.	Determination (5)		
4.	Effectiveness and Participation (5)		
5.	Initiative and Resourcefulness (5)		
6.	Devotion to Duty (5)		
7.	Loyalty (5)		
8.	Teamwork (5)		
9.	Reliability (5)		
10.	Command & Leadership (5)		
11.	Discipline (5)		
12.	Ability to organize, plan, manage & Co -ordinate efforts to produce Result (5)		
13.	Relevant of project to community need (4)		
14.	Relationship with Others (4)		
15 .	Emotional Poise and Self Control (2)		
<b>TOTAL SCORE</b>			
<b>PERCENTAGE</b>			

Relative Total in % (Average mark of two column) = .....%  
2

**16. General Assessment and any additional remarks by YRCD Project Supervisor.**

Signature of YRCD Project Supervisor

Name \_\_\_\_\_

Date:

**General Assessment and any additional remarks by TCD Project Manager/Supervisor:**

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Signature of YRCD Project Manager/  
Supervisor

Name \_\_\_\_\_

Date:

### Comments by the Corps Member

### PART III

## **1. Zonal Inspector's General Comments:**

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## Name in Block Letters

### **Signature of Zonal Inspector**

Date:

2. Remarks by the State Director

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Name in Block Letters

Signature of the State Director

Date: \_\_\_\_\_

3. Remarks by the Director General National Youth Services Corps (if any)

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Name in Block Letters

Signature of the State Director

Date: \_\_\_\_\_

