

**GUIDELINES TO CONDUCT
ONE DAY COUNTDOWN PROGRAMME OF IDY-2025**

1. The programme has to be conducted strictly as per the date and venue decided by the MDNIY/Ministry of Ayush. Any change in the date or place of conducting the program is not allowed under any circumstances.
2. The Organisation shall designate a Nodal Officer with whom the MDNIY/Ministry can be in touch regarding any details about the programme.
3. The programme shall be widely promoted and amplified through different media – print, electronic and social media.
4. The Yoga demonstration shall follow the IDY Common Yoga Protocol (CYP) and shall be scheduled from 7:00 am to 7:45 am.
5. Seminar, lectures, discourses and workshops, as feasible, shall be conducted by involving the experts of Yoga as part of the countdown programme. Some competitions related to Yoga may also be planned.
6. Efforts shall be made to have maximum participation in the CYP practice. A participation of 500-1000 people is desirable.
7. The Organisation shall involve Local Government/ Schools & Colleges/ NCC/ NSS/ NYK/ Anganwadi workers/ ASHA workers, local Yoga Institutes & Centres and different sections of the society.
8. The programme shall be organised on physical mode, which shall be live streamed through Facebook/ You Tube and other social media platforms.
9. The Organisation shall give wider publicity to the live stream link and share the same with Ministry of Ayush and MDNIY.
10. On completion of the programme, the Organisation shall submit 4 high resolution photographs along with a brief half page report on the programme to MDNIY to publish the same in the social media platforms and for the purpose of dissemination of Ministry of Ayush/ MDNIY and other Government platforms.
11. Small video clips of 1 to 2 minute of Common Yoga protocol practice session or Yoga demonstration shall also be shared.
12. The organization must conduct the program on the date and place fixed by the MDNIY with mutual consent.
13. After completing the program, the following documents must be submitted:
 - a) A one page report (approximately 400 words).
 - b) At least four high-resolution photographs related to the event, mainly featuring the Common Yoga Protocol practice and other Yoga activities.
 - c) A statement of expenditure, duly signed by a Chartered Accountant/ Government Auditor and countersigned by the Head of the Organization with the organization's seal.

- d) A utilization certificate, duly signed by a Chartered Accountant/ Government Auditor and countersigned by the Head of the Organization with the organization's seal.
 - e) A stamped pre-receipt, undertaking, and certificate duly signed by the Head of the Organization with the organization's seal.
 - f) Details of the organization's bank account for transferring the amount.
14. The format/ creative of the backdrop will be provided by the MDNIY/ Ministry of Ayush.
 15. Arrangement of water, medical facilities, and volunteers is essential for smoothly conducting the event and accordingly needful arrangement shall be made.
 16. Appropriate health advisory to the participants on the need to be free from any health problems for joining the event may be informed. Further, needful care, including medical care, shall be taken by the Organisers in the event of any emergencies.
 17. Local elected members viz Councilors, Panchayat Members/ President, Zilla Panchayat Members/ President, MLA, MP etc. shall be invited for the event.
 18. Needful approvals/ NOCs shall be obtained by Organizations, which are mandatory before organising the programme (wherever applicable).
 19. Cleanliness/ Hygiene before, during and after the event shall be given due consideration/ priority.