



## The Student Nurses' Association of India (SNAI)

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### 31<sup>st</sup> SNAI Biennial Conference-2025

#### SNAI Circular-III

TNAI /SNAI/CONF/2025/53029

19<sup>th</sup> September, 2025

To,

The State SNAI Advisor & SNAI Office bearers,

Dear Sir/Madam,

Warm greetings from the TNAI Headquarters!

On behalf of the National President, TNAI, we are pleased to invite you to attend the **53rd SNAI National Executive Committee Meeting** and the **31st SNAI Biennial Conference 2025**. As a valued member of the SNAI National Executive Committee, your participation is vital in decision-making and in addressing issues related to the nursing profession and health services.

**Conference Theme:** *“Learning Today, Leading Tomorrow: The Journey of a Nursing Student”*

#### 1. Registration Information

- Please register online at: [snaiconference.tnaionline.org](http://snaiconference.tnaionline.org)
- Registration Fee:
  - **SNAI Members:** ₹2,500 per student
  - **TNAI Members:** ₹3,000 per member
- The **fee includes:** conference kit, three breakfasts, three lunches, six teas, and two dinners.

We encourage you to complete your registration at the earliest, as **only online registration is available**.

#### 2. Accommodation:

Sr. No.	Executives	Accommodation at	Days (From & to)
1.	State Branch SNAI Advisor	Manali resort (Twin Sharing)	November 19 <sup>th</sup> (12 noon) to 23 <sup>rd</sup> November (10 am)

<b>2.</b>	State SNAI Chairperson, SNAI State Secretary, and State ANM Representative representatives	Manali resort  <b>(Twin Sharing)</b>	November 19 <sup>th</sup> (12 noon) to 23 <sup>rd</sup> November (10 am)
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Please contact **Mr. Sivadas K., Accounts Officer** (Mobile: 9871780925) and **Mr. Praveen Saini, UDC** (Mobile: 9818759437), TNAI Headquarters.

For **other SNAI delegates**, please contact **Green Tourism & Consultancy** for your accommodation (Mobile: 9894488408 / 9677293739).

### 3. Meeting: 53rd SNAI National Executive Committee

- **Date:** 19th November 2025 (Wednesday)
- **Time:** 4:00 p.m. to 6:00 p.m.
- **Venue:** VishwaRaj Institute of Nursing,(7th Floor Auditorium),Loni Kalbhor, Pune, Maharashtra

#### a. Agenda Items

All State SNAI Advisors are requested to send the agenda items to the National SNAI Advisor, in consultation with their respective State Branch President and Secretary. The agenda items should reach TNAI Headquarters on or before **5th October 2025**.

All State SNAI Advisors submitting agenda items are required to be present at the SNAI National Executive Committee meeting, with adequate information related to the proposed items.

**Note:** This rule ensures that the person who proposes an agenda item is available for discussion and clarification during the meeting.

### 4. Conference: 20<sup>th</sup>, 21<sup>st</sup> & 22<sup>th</sup> November, 2025

**Events Venue:** World Peace Dome

#### Schedule of Events

Date	Time	Particulars
20 <sup>th</sup> Nov 2025 (Thursday)	7.00am to 10.00am	Registration
	9.00am to 11.00am	State SNAI Parade by SNAI members of State Branches.
	11.00am to 1.00 Pm	Inaugural Session
	Lunch	
	2.00pm to 3.00pm	ICN: New Definition of Nursing

	3.00pm to 5.30pm	<b>Competitions – Library (1<sup>st</sup> Floor)</b> -Poster Competition: On the Spot -Pencil sketch -On the spot painting -Essay writing English & Hindi -Rangoli <b>(Simultaneously)</b> -Quiz (prelims) <b>(Simultaneously)</b>
		- Sports – <b>Sports Ground (Simultaneously)</b>
	6.00pm onwards	-Personality Contest - <b>2<sup>nd</sup> Floor</b>
		-Extempore
21 <sup>st</sup> Nov 2025 (Friday)	7.00am to 10.00am	Inauguration of Sports & Final Sports competitions- <b>Sports Ground</b>
		Sports Events
	11.00am to 12.00 noon	Ms. Durga Mehta's Oration <b>(Simultaneously)</b>
	12.00 noon to 1.00 pm	Scientific Paper Presentation
	2.00pm to 3.00pm	Business Session
	3.00pm to 8.00pm	-Quiz Competition (Final) - Mono Act - Dance Competition
22 <sup>nd</sup> Nov 2025 (Saturday)	Valedictory Function & Prize Distribution	
23 <sup>rd</sup> Nov 2025 (Sunday)	Sight Seeing	

## 5. Branch Report:

The State SNAI Advisors should guide the State SNAI Chairperson/Secretary to send the **State SNAI Biennial Branch Report** to the TNAI Headquarters on or before **5th October 2025**.

The Branch Report should be presented briefly through a PowerPoint presentation. The State SNAI Secretary of each state will be allotted **3 minutes** to present the report. A soft copy and hard copy of the report (maximum **10 slides**) must be sent to TNAI Headquarters on or before **5th October 2025**.

The proforma for submitting the report is attached with this circular for your ready reference and necessary action.

**Note:** Only those branches that have submitted the State SNAI Biennial Report to the Headquarters will be permitted to present their State Branch SNAI Report during the Conference.

## **6. Travel Eligibility:**

<b>Categories</b>	<b>Mode of travel</b>
State SNAI Advisors	Airfare Economy class or Train 2 <sup>nd</sup> class AC/ Taxi less than 500 km, for attending the Conference and Rs.1000/- for local transportation (Lump sum) and DA of Rs.1000/- per day for three conference days.
State SNAI Chairperson, SNAI State Secretary, and State ANM Representative	Airfare Economy class or Train 3 <sup>rd</sup> AC The TNAI provides Rs. 1000/SNAI State Executives (Lump sum) for local transportation.

**Note:** Kindly book your air ticket at the earliest, preferably within **10 days** of receiving this email, so that we can proceed with the accommodation arrangements.

### **a) Important Guidelines and Reimbursement Procedures**

#### **Criteria for TA/DA payment:**

#### **NOTES:**

- 1) The claim form will be settled as per the TNAI rules
- 2) Travel fare is admissible only by shortest route possible
- 3) The claim will be settled as per travel tickets/Bills/Boarding Pass etc. Hence, all original tickets, bills boarding pass should be attached along with TA/DA form.
- 4) No cash will be paid for settling the claim. Hence, your correct bank detail to be given in the form
- 5) Sitting allowance will be paid as per the rate applicable as on date and subject to attendance only. Hence, the members should ensure to sign the meeting and conference attendance every day.
- 6) Taxi admissible up to nearest airport/railway stations/ISBT only.
- 7) The claim will be settled within 15 days of submitting the claim form. For any query, please e-mail to [hqaccounts@tnaionline.org](mailto:hqaccounts@tnaionline.org)
- 8) TNAI HQs. has the right to cut down/withheld the payment in case of improper submission of bills.
- 9) Air ticket should be booked within 7 days after the announcement of meeting days. No cancellation charges will be reimbursed from TNAI HQs. in any case.
- 10) If the member getting TA/DA reimbursement from any other agencies, the same will not be paid by TNAI.

## 7. Parade:

As part of the 31st SNAI Biennial Conference, we are delighted to continue the tradition of hosting the **Ceremonial Parade** — a vibrant celebration of unity in diversity. This event will feature the **TNAI President, TNAI Secretary, SNAI Advisor and SNAI Chairperson, SNAI Secretary** and six additional **selected SNAI members** from each State/UT branch marching together in a coordinated and colorful display of our collective heritage.

### Parade Details:

- **Participants:** Each State/UT branch is invited to nominate **11 participants**, selected by the State TNAI Executive Committee, with priority given to SNAI Executive Committee members (**SNAI Treasurer & SNAI Chairperson**).
- **Attire:** All participants are requested to wear their **respective state's traditional attire**, highlighting cultural richness.
- **Parade Formation:**

TNAI Secretary 11	SNAI Members 8	SNAI Treasurer 5	ANM Rep 3	SNAI Secretary 2	SNAI Chairperson 1	SNAI Advisor 4	SNAI Chairperson Programme 6	SNAI Delegates 7	SNAI Delegates 9	TNAI President 10
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- A designated State Representative (**SNAI Chairperson & SNAI Secretary**) will lead the group, carrying the **State Flag and Logo**.
  - Behind them, the State Executive members and remaining participants will follow in coordinated marching formation.
  - As each state marches, a **1-minute video and accompanying state song** (provided by your branch- **check for free from copyright**) will be played, offering a dynamic representation of your state's culture.
- **Order:** The parade will proceed in **alphabetical order** of the states/UTs.

**Note:** *Placards for all state/UT branches will be prepared by the TNAI National Office.*

### Submission Requirements:

To ensure smooth coordination, we kindly request the following:

#### Video:

- Format: High-resolution MP4
- Duration: Maximum 1 minute
- Content: State song (**check for free from copyright**) with visuals representing the culture of your state
- Submit via email to: [tnaitcell@gmail.com](mailto:tnaitcell@gmail.com)

#### State Logo:

- Format: JPEG
- Along with the video, please send the official SNAI logo of your TNAI State Branch.

- **Deadline:**

- All submissions must be received by **1<sup>st</sup> October 2025** to allow time for editing and compilation. State songs received after the deadline will not be entertained.

**Assistance:**

For any technical help or queries, please contact:

**Mr. Prashant Sharma**, IT Section In-Charge, TNAI (Mobile):**76699 46469/8587825407**

Your active participation will contribute significantly to the success of this grand showcase and reflect the spirit of unity within our nursing community. We look forward to your enthusiastic involvement and the vibrant representation of your state.

## **8. March Past on 2<sup>nd</sup> day of Conference (Sports)**

**Date:** 21<sup>st</sup> November 2025

**Time:** 7 am onwards

**Venue:** Sports ground, MIT campus

### **General Rules for March Past**

#### **1. Formation**

- Teams shall march in **alphabetical order** of the states/UTs.
- Total number of participants will be **18 SNAI members**.
- Standard formation is 4 in a row.
- Each row shall have 4 members
- Each team should have a captain and placard holder.
- The captain will hold the flag and other member will hold the placard.
- Flag holder and captain of the march past will line in single rows and in front of the March Past.

#### **2. Uniform & Turnout**

- All participants must be in T-shirt representing their respective state name at the back & SNAI Logo at the front.
- The **T-shirt color** shall be **decided & prepared by the respective state branch**.

#### **3. Saluting**

- The captain salutes the Chief Guest at the designated point.
- Other members keep their heads turned (Eyes Right/Left as per dais position).
- The first person on each row will focus towards the front to align the parade straight.

#### **4. Prohibited Actions**

- Running, skipping steps, or breaking formation.
- Turning head unnecessarily or looking around.
- Talking, giggling, or waving hands.

**Note:**

1. TNAI headquarters will provide only the **flag and state branch placard**.
2. T Shirts shall be arranged by the State Branches
3. The March past team shall report to the ground **30 minutes** prior to the starting time.

**9. Group Dance Competition**

1. Each group must have **no more than 8 members**.
2. The **maximum time limit** is **5 minutes**.
3. Only **one entry per State** is allowed (either folk or cinematic) – the team may consist of all boys, all girls, or a mixed group.
4. The song must be sent to the Headquarters on or before **15th October 2025**.
5. If the song exceeds **5 minutes**, it will be returned, and you will be required to trim it to the permitted duration.
6. Please specify the properties you intend to use for the dance.

**Note:**

1. Do not use color powder during the performance.
2. Use **electric lights** instead of flames.

**10. Sightseeing:** If interested, you are requested to contact the Sightseeing committee

Ms. Purva Sanap, Clinical Instructor (Mobile No. 9545771724)

Ms. Shraddha Memane, Clinical Instructor (Mobile No. 8421186101)

Mrs. Shweta Dabholkar, SNAI State Vice President (Mobile No.9769683164)

**or**

**Green Tourism & Consultancy** (Mobile No.9894488408/9677293739)

We eagerly anticipate your active involvement and look forward to welcoming you to this significant event.

Together, let us make the conference a resounding success.

Wishing you a safe journey.

With best regards,

**Mrs. S. Vatchala Dhinakaran**  
Assistant Secretary-General, TNAI

**Mrs. Evelyn P. Kannan**  
Secretary-General, TNAI