

# ANNUAL REPORT 2015-2016



**National Institute of Social Defence**  
**Ministry of Social Justice & Empowerment**  
**Government of India**

# Annual Report 2015&16



**National Institute of Social Defence**

An Autonomous Organisation under the  
Ministry of Social Justice & Empowerment  
Government of India





# Contents

Chapters	Page No
<b>1. Introduction</b>	<b>1-3</b>
1.1 About the Institute	
1.2 Mandate	
1.3 Objectives	
1.4 Areas of Concern	
1.5 Target Groups	
1.6 Organizational Set-up	
1.7 Councils	
1.8 Collaborating partners	
1.9 Institute Building	
<b>2. Highlights of Important Activities/Events</b>	<b>5-9</b>
2.1. Budget Allocation	
2.2 Drug Abuse Prevention	
2.3. Old Age Care	
2.4 Other Social Defence Issues	
2.5 Media Division	
<b>3. Administration &amp; Finance</b>	<b>11-13</b>
3.1 Organization and Management	
3.2 Structure of the Division	
3.3 Implementation of Official Language Policy	
3.4 Implementation of Right to Information Act-2005	
3.5 Funds	
3.6 Accounts and Audit	

<b>4. Substance Abuse Prevention</b>	<b>15-18</b>
4.1 Background	
4.2 Aims and Objectives	
4.3 Target Groups	
4.4 Activities	
4.5 Training & Capacity Building	
4.6 Programmes conducted during the year	
4.7 Drug Abuse Monitoring System (DAMS)	
<b>5. Old Age Care</b>	<b>19-21</b>
5.1 Background	
5.2 Aims and Objectives	
5.3 Target Groups	
5.4 Activities	
5.5 Training & Capacity Building	
5.6 Programmes conducted during the Year	
<b>6. Other Social Defence Issues</b>	<b>23-25</b>
6.1 Background	
6.2 Aims and Objectives	
6.3 Target Groups	
6.4 Activities	
6.5 Training and Capacity Building	
<b>7. Research and Documentation</b>	<b>27-28</b>
7.1 Introduction	
7.2 Research study & Documentation	
7.3 Library	
<b>8. Media &amp; Publicity</b>	<b>29</b>
8.1. Background	
8.2 Exhibition and Events	

**ANNEXURES I TO VIII****32-50**

- I.** Organizational Setup
- II.** Members of the General Council
- III.** Members of the Executive Council
- IV.** List of Programmes on Drug Abuse Prevention Division.
- V.** List of Regional Resource Training Centres (RRTCs) for Drug Abuse Prevention
- VI.** List of Programmes Organised by Old Age Care Division.
- VII.** List of Programmes Organised by Social Defence Division.
- VIII.** List of Regional Resource Training Centres (RRTCs) and other collaborating agencies for Old Age Care Division.

**ANNUAL AUDITED ACCOUNTS****51-66**

- IX.** Audit Certificate, Audit Annual Accounts & Audit Inspection Report



### 1.1 About the Institute

The National Institute of Social Defence (NISD) was set up originally as Central Bureau of Correctional Services in 1961, under the Ministry of Home Affairs. The Bureau was later transferred to the then Department of Social Security in 1964. Since 1975, the Institute functioned as a subordinate office under the erstwhile Ministry of Welfare. It became an Autonomous Body vide Government of India's Notification No. 10-3/2000-SD.Vol.II dated 15<sup>th</sup> July, 2002 and is registered under Societies Registration Act, XXI of 1860, with the Government of NCT of Delhi.

The National Institute of Social Defence is the Nodal Institute for training and research in the field of social defence. Though social defence covers the entire gamut of activities and programmes for the protection of society, the Institute is mainly assigned the task of human resource development in the areas of substance abuse prevention, *inter alia* IDUs and other related issues, care of older persons and other social defence issues including beggary prevention and transgender welfare.

### 1.2 Mandate:

The mandate of the Institute is to provide inputs for the social defence programmes of the Government of India through training, research & documentation.

### 1.3 Objectives:

The main objectives of the Institute are as follows:

i. develop preventive, rehabilitative and

curative policies in the field of social defence;

- ii. review policies and programmes in the field of social defence;
- iii. anticipate and diagnose social defence problems;
- iv. identify and develop the instruments for realizing the objectives of social defence policies;
- v. develop and promote voluntary effort in the areas of social defence.

### 1.4 Areas of Concern:

Key areas of focus for the Institute are:

- i. Substance (Drugs) Abuse Prevention
- ii. Care of Older Persons and
- iii. Other Social Defence issues including Beggary Prevention, transgender welfare etc.

### 1.5 Target Groups:

The target groups of the Institute are:

- i. Functionaries of RRTCs and IRCAs (Drug Rehabilitation Centres)
- ii. Functionaries of concerned social welfare departments in Government and other stakeholders working in drug (substance) abuse prevention/old age care.
- iii. Field and middle level Police functionaries through State Police Academies.
- iv. Persons to work as geriatric caregivers.
- v. Students/NSS volunteers in Universities/Colleges/Schools through sensitization programmes.



## 1.6. Organizational Set-up:

The Institute is headed by a Director and has the following Divisions:

- i. Administration and Planning
- ii. Drug (Substance) Abuse Prevention
- iii. Old Age Care
- iv. Other Social Defence Issues
- v. Research and Documentation and
- vi. Media and Publication

The Organizational Chart of the Institute is placed at **Annexure-I**.

## 1.7. Councils:

### (i) General Council

The General Council is the apex governing body of the Institute with the Secretary, Ministry of Social Justice and Empowerment as its ex-officio President. Other members of the Council comprises are

representatives from concerned Central Ministries/ Departments and experts/ professionals in the areas of social defence. The Council lays down the broad policy framework for the Institute.

### (ii) Executive Council

The Executive Council is headed by the Joint Secretary (Social Defence), Ministry of Social Justice and Empowerment, Government of India. Other members of the committee are Director/Deputy Secretary (I F wing), Director, NISD, and two Non-official members. The Council monitors and guides the activities and programmes of the Institute.

## 1.8 Collaborating partners

Training programmes are organised in collaboration with various organizations at the State, Regional, National and International levels. The collaborating partners of the Institute are as follows:

### Government Sector

Sl.No	National	State	Regional	Local	International
1.	Concerned State & Central Ministries/ Departments – AIIMS, Police - NCB - NYKs	State Social Welfare Deptts, Police Training Institutes	Universities and Social work Institutions	PRIs	UNODC, Colombo Plan, UNFPA.

### Voluntary Sector

2.	FINGODAP (federation of NGOs)	Non Governmental Organizations	Regional Resource Training Centres (RRTCs)	NGOs funded by Ministry of Social Justice and Empowerment	Nil
----	-------------------------------	--------------------------------	--	---	-----

## 1.9 Construction of the Institute Building at Dwarka :

The Institute, since its inception, has been functioning from West Block-1, Wing-7, R. K. Puram, New Delhi. Delhi

Development Authority (DDA) has allotted 2 acres of land at Sector 10, Dwarka, New Delhi to the Institute for construction of institutional building. After seeking necessary clearances from Delhi Urban Art Commission (DUAC) and Delhi Chief Fire Office (DCFO), the

Sanction Plan of NISD building was approved by DDA in June, 2015. The Foundation Stone was laid by Hon'ble Minister for Social Justice and Empowerment on 05.11.2015, before commencing construction activities. CPWD is the nodal agency for construction of building. The construction work is under progress. PDC is November, 2017.

The detailed cost estimate as worked out by CPWD is Rs. 62.42 crores for construction of a six storied building. The Institute has deposited an amount of Rs. 16.46 crore upto 31.3.2016 including Rs. 12.00 crore during the current financial year.



## Highlights of Important Activities/ Major Events During 2015-16

### 2.1 Budget Allocation:

A Budget of Rs. 16.42 crore (Plan) and Rs. 1.95 crore (Non - Plan), was allocated and was released as grant-in-aid to the

Institute. The below table shows the detail Statement of GIA received and expenditure incurred during the financial year 2015 – 16 under plan.

#### Statement of GIA

(Rs in crores)

Head	BE	Refund of earlier advances received from the collaborating partners and other (2015-16)	Grand-in-Aid received during 2015-16	Total (2+3+4)	Expenditure
1	2	3	4	5	6
Plan	0.79	0.43	16.42	17.64	16.21

During the year, **196** programmes were organised covering a total of **7938** beneficiaries. The Sector-wise performances are given as under:-

### 2.2. Drug (Substance) Abuse Prevention

The Institute carries out various training/sensitization programmes for NGO functionaries and other stakeholders including

functionaries of both Central and State Governments. During the year 2015-16, **110** training programmes covering **5527** beneficiaries were organised. An amount of **Rs. 88.66** lakhs was spent for the purpose. Details of Courses organized by the Institute and by the Collaborating agencies with the financial support of National Institute of Social Defence (NISD) are given below:

#### Courses organised by NISD

S.No.	Programmes	No. of Courses	No. of Beneficiaries	Category of Beneficiaries
1.	3-Months Certificate Course	1	32	Project Directors and Senior Counsellors of IRCAs/Treatment Centres
2.	RRTC Consultative Meet	1	40	Stakeholders including RRTCs and representatives of related Central Govt. Departments

S.No.	Programmes	No. of Courses	No. of Beneficiaries	Category of Beneficiaries
3.	Training Programme on Drug Abuse Prevention for Bhutan Representatives as per MOU between India and Bhutan	1	15	Bhutanese Functionaries working in Drug de-addiction areas nominated by Bhutan Government
4	Colombo Plan Training Programme for development of Master Trainers (training of trainers) for RRTC functionaries & NISD consultants	1	15	Representative of RRTCs/NISD & selected NGOs working in drug abuse prevention
	<b>Total</b>	<b>4</b>	<b>102</b>	

### Courses organised by collaborating agencies with the support of NISD

S.No.	Programmes	No. of Courses	No. of Beneficiaries	Category of Beneficiaries
1.	One Month Course	8	200	Functionaries / Service Providers including Social Workers, Counsellors, Outreach Workers, Nurses, Ward Boys of IRCAs/ Treatment Centres.
2.	2-Months Skill Development Course	25	625	Recovering Addicts
3.	5 Days Specialized Course on Selected Thematic Issues on Substance Abuse Prevention	11	275	Functionaries / Service Providers including Social Workers, Counsellors, Outreach Workers, Nurses, Ward Boys of IRCAs/ Treatment Centres.
4.	3-Days Training Programme for Nurses & Ward Boys of ICRA/RRTCs	11	275	Functionaries / of ICRA/Treatment Centres.

S.No.	Programmes	No. of Courses	No. of Beneficiaries	Category of Beneficiaries
5	One Day Sensitization/ Awareness programme for school students at North East states	50	4000	School students at North East states
6	Programme on Alcohol/ Drug Abuse by Indian Medical Association (IMA), Goa	1	50	Doctors, Medical Professional, addicts besides experts in the field of Drug Abuse
	<b>Total</b>	<b>106</b>	<b>5425</b>	

The detail of programmes organized during the year 2015-16 is at **Annexure-IV**.

### 2.3. Old Age Care

(i) The Institute carries out various training and sensitization programmes for NGOs and Government functionaries. During the year 2015-16, 1691 beneficiaries were

trained through **68** programmes with the support of NGOs working in the field. An Amount of **Rs 0.62** crore was spent for the purpose. The Details of the programmes are given below:

#### Programmes organized by NISD

S. No.	Programme	No. of Programme	No. of Beneficiaries	Category of Beneficiaries
<b>Certificate Courses</b>				
1.	One Year P. G. Diploma Course on Integrated Geriatric	1	11	Students with minimum graduation as qualification
2.	Two months Certificate Course in Geriatric Care for Bed side Assistants/ Care Givers	18	520	Students with 7 <sup>th</sup> pass
<b>Thematic Skill Development Programme</b>				
3.	Five Days Training programme on Thematic Issues of Elderly - Dementia Care	5	150	Care givers

S. No.	Programmes	No. of Programme	No. of Beneficiaries	Category of Beneficiaries
<b>Sensitization Programmes</b>				
4.	One day Sensitization Programme to bridge Inter-generational Gap	40	320	School /College Teachers/ Counsellors/Students Welfare Representatives
<b>Events</b>				
5.	Celebration of International day for Older Persons (IDOP) at Vigyan Bhawan, New Delhi	1	600	Senior Citizen Forums\RWAs
	<b>Total</b>	<b>68</b>	<b>1691</b>	

The detail of programmes organized during the year 2015-16 is at **Annexure-VI**.

#### (ii) **Celebration of International Day for Older Persons (IDOP)**

NISD in collaboration with the Ministry of Social Justice and Empowerment, Government of India organised the Vayosreshtha Samman 2015 at Vigyan Bhawan, Delhi to mark the occasion of International Day for Older Persons (IDOP).

#### **2.4. Other Social Defence Issues**

The Social Defence Division organizes

Training/Sensitization programmes for the Government/NGO Functionaries on the issues related to Social Defence including Beggary Prevention, Transgender and other Social Defence issues. During the Year, the division trained **720** persons through **18** training programmes. An amount of 29 lakhs was spent for the purpose. Details of Courses organized by NISD and Collaborating State departments/ Social Work Institutions/Other organizations are given below:

#### **Courses organized by Collaborating Agencies**

S. No.	Name of the Course	No. of Course	No. of Beneficiaries	Category of Beneficiaries
1	Three days State level sensitization programme on Social Defence	13	520	Middle Level Police Functionaries of State Police Depts.
2	Three days State level programme on Specialized care for children affected by Drug Abuse	5	200	Concerned Govt./NGO Functionaries
	<b>Total</b>	<b>18</b>	<b>720</b>	

The detail of programmes organized during the year 2015-16 is at **Annexure- VII**

## 2.5 Media Division

The Institute participated in some important public events viz. Shilpotsav at Dilli Haat, New Delhi and India International Trade Fair, Pragati Maidan, New Delhi to promote preventive education and create awareness

about ill effects of alcoholism & drug abuse and activities of the Institute. The Institute put up informative and interactive stalls in both the events where not only informative panels/ IEC material were on display but on-the-spot counselling and film shows added attraction for the visitors who visited the stalls.





### 3.1 Organization and Management

To facilitate smooth functioning and to create a congenial work environment of the Institute, there is a multi-level support structure in terms of organization and management.

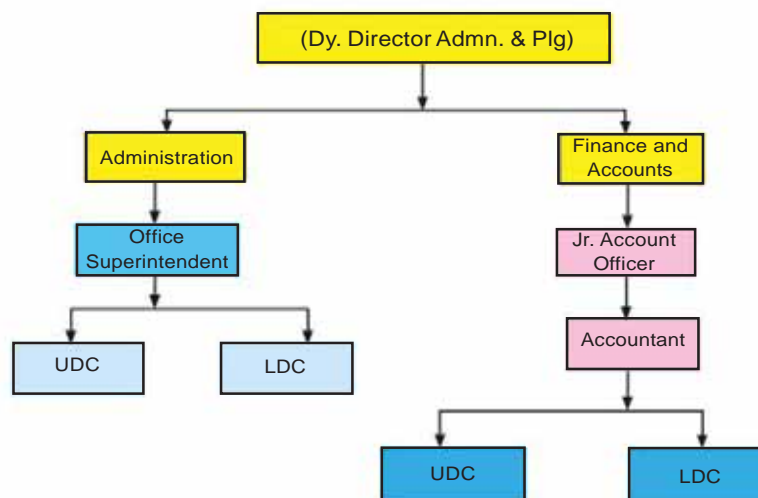
The General Council (GC) is the apex governing body of the Institute with the Secretary, Ministry of Social Justice and Empowerment, as its ex-officio President. The GC of the Institute was reconstituted vide Ministry of Social Justice and Empowerment's Order No.15-41(6)/-07-08-AG-II dated 26.03.2008 for a period of two years whose composition is given at **Annexure – II**.

While the GC lays down the broad and

essential policy parameters, the Executive Council (EC) monitors and guides the activities and programmes of the Institute. The EC is headed by the Joint Secretary (Social Defence), Ministry of Social Justice and Empowerment, Government of India. The EC of the Institute was reconstituted by the Ministry of Social Justice and Empowerment Order No. 15-41(6)/-07-08-AG-II dated 26.03.2008 for a period of two years whose composition is given at **Annexure-III**.

### 3.2 Structure of the Division

The Dy. Director (Admn. & Plg.) of the Institute is the administrative head of the Division. The Organization Chart of the Division is given as under:



### 3.3 Implementation of Official Language Policy

With a view to promote the use of Official Language in the working of the Institute, an Official Language Implementation Committee has been constituted under the chairmanship of the Director of the Institute.

During "Hindi Pakhwara" from 1<sup>st</sup> to 15<sup>th</sup> September 2015, a number of events were organized including competition in Hindi

typing, noting and drafting, poetry etc., and the best performers were given cash awards. On the conclusion of the "Hindi Pakhwara", a workshop was organized to discuss steps required to be taken by the Institute for promoting use of Official Language.

### 3.4 Implementation of Right to Information Act, 2005

The Institute has been implementing the Right to Information Act, 2005 since

October, 2005. Dy. Director (SD) of the Institute is the Central Public Information Officer (CPIO) and the Director is the First Appellate Authority.

### 3.5 Funds

The Institute is primarily supported through Grant-in-aid (GIA) released by the Ministry of Social Justice and Empowerment. During the year 2015-16, the Institute received GIA of Rs.16.42 crore under Plan. Whereas Rs 0.43 crore were received as refund of unspent balance of earlier advances given to the collaborating partners for

organizing training programmes. As such, an amount of Rs 17.64 crore was available for utilization, out of which an expenditure of Rs16.21 crore was made and therefore, Rs 1.43 crore remained balance at the end of the year which has to be carried forward to the next financial year.

Under Non-Plan, GIA of Rs1.95 crore was received. Besides there was carried over balance of Rs.0.28 of previous year's grant and as such, an amount of Rs 2.23 crore was available for utilization. However, an amount of Rs 1.41 crore was utilized thereby leaving unutilized balance of Rs. 81.62 lakhs.

S. No.	Head	Amount	Sl. No	Head	Amount
1	<b>PLAN</b>		1	<b>PLAN</b>	
	<b>Receipts</b>			<b>Expenditure</b>	
	Opening balance	0.79		i) Salary and wages	0.64
	GIA received during the year 2015-16	16.42		ii) Travelling allowances	0.03
	Refund of unspent balance of earlier advance	0.43		iii) Publication	-
	<b>Sub-total</b>	<b>17.64</b>		iv) Office expenses	0.34
				v) Programmes	3.20
				vi) Deposit with CPWD for construction of NISD building	12.00
	<b>NON PLAN</b>			<b>Sub-total</b>	<b>16.21</b>
	2	Opening balance		0.28	2
GIA received during the year 2015-16		1.95	<b>Expenditure</b>		
			i) Salary of staff	1.41	
<b>Sub-total</b>		<b>2.23</b>			
<b>Grand total</b>		<b>19.87</b>	<b>Sub-total</b>	<b>1.41</b>	
				<b>Grand total</b>	<b>17.62</b>

### 3.6 Accounts and Audit

The accounts were maintained on accrual system of accounting, as provided in the Bye-Laws of the Institute. The internal audit of the annual accounts of the Institute was undertaken by CAG empaneled Agency namely M/s P.K.Singhal, Chartered Accountants, Laxmi Nagar, New Delhi for the

year 2015-16. A copy of the Audit Certificate, received as part of Inspection Report vide DG Audit (Central Expenditure) letter No-AMG-I/IR/3-3/NISD/2017-18/85 dated 31/5/17 and the Audited Annual Accounts of the Institute are at **Annexure IX**.



## Drug (Substance) Abuse Prevention

### 4.1 Background

The menace of Drug (Substance) abuse is becoming serious and a cause for global health concern. Illegal production and distribution of drugs have spawned crime and violence worldwide. Today, there is no part of the world that is free from the curse of drug trafficking and drug addiction.

In view of the growing threat of substance abuse and its impact on the nation, it was decided to give the then Bureau of Substance Abuse Prevention in the Institute a broadened role by setting up a National Centre for Drug Abuse prevention (NC-DAP) in September, 1998. The mandate of the unit is to provide technical support to the Government on policies relating to substance abuse prevention and facilitate a wider and improved coverage of services throughout the country for substance demand reduction.

Through NC-DAP, the Institute has been able to expand its activities and has worked out strategies for tackling the issues of substance abuse and bring about qualitative improvements in service delivery. It has evolved a strategy for the capacity building of the service providers through a series of training and orientation courses. To formulate effective intervention modules and programmes, impetus has been provided to research and documentation activities to develop deeper insight into the problem and collection of information on extent, trends and patterns of drug abuse through feedback from the field.

### 4.2 Aims and Objectives

It is the endeavour of the Institute to achieve the following:

- i. Raising the competency standards of the functionaries/ personnel working in substance demand reduction and other related sectors;
- ii. Standardization of care in substance abuse prevention;
- iii. Updating information and creating a database on extent and pattern of substance abuse and interventions developed at local, regional, national and international levels; and
- iv. Promoting advocacy and networking in the field of substance abuse prevention.

### 4.3 Target Groups

The Institute primarily caters to the training requirements of functionaries /service providers working in the treatment and rehabilitation centres supported by the Ministry of Social Justice and Empowerment viz. project officers, counsellors, social workers, out-reach workers, community workers, nurses and ward boys. The Institute also conducts awareness programmes in schools and collages on ill effects of drug abuse among adolescents & youth. The Centre also organizes need based training programmes for the representatives of concerned Government Departments such as Health, Youth Affairs, Prisons and Correctional Institutions and functionaries working in NGOs in the related sectors.

## 4.4 Activities

The main activities in the field of drug abuse prevention are:

- (i) Capacity building of various levels of functionaries working in the field of drug demand reduction;
- (ii) Conducting awareness programmes in schools/colleges/universities on ill effects of Alcoholism & Drug Abuse;
- (iii) Updation of information and establishment of appropriate database and monitoring systems;
- (iv) Development of linkages, facilitating advocacy, and promoting networking arrangements in the field of drug demand reduction at Local, Regional, National and International levels.

## 4.5 Training & Capacity Building

The Institute runs a number of programmes and training courses, tailored for specific target groups by adopting the following three pronged approaches:

**(i) Three Months Certificate Course on “De-addiction Counselling and Rehabilitation”**- The course is designed for Project Officers, Senior Counsellors and NGOs functionaries working in Treatment-cum-Rehabilitation Centres. The training course includes two months of classroom training and one month of field placement in selected treatment centres. The broad content of the course is in form of eight learning units - Basics of Addiction, Counselling Treatment Protocols, Awareness Creation and Preventive Education, Rehabilitation, Relapse Prevention and Aftercare Services, and Record Keeping and Documentation.

**(ii) One-Month Basic Course on “Substance Abuse Prevention** has been designed to build the knowledge base of

service providers including Counsellors, Social Workers, Outreach Workers of treatment centers. The course includes interactive theoretical sessions and one week field placement in reputed treatment centers. The broad contents of the course are - Basics of Addiction, Motivation and Counselling, Community Based interventions, Outreach and Awareness Creation.

**(iii) Thematic Skill Building Programmes** - Under this category, the following three to five days programmes are undertaken:

- **Substance Addiction Identification, Initial Motivation and Early Intervention:** to orient service providers on symptomatic behaviour, early identification and early warning signs so as to equip them with requisite techniques for early intervention.
- **Counselling Skills & Techniques – Individual Family and Group:** to train counsellors working in the areas of substance demand reduction so as to expand their knowledge base & sharpen their individual, group and family Counselling skills.
- **Preventive Interventions for High Risk Groups:** to sensitize the service providers working with high-risk groups such as truckers, commercial sex-workers, etc. on issues pertaining to Behaviour Change Communication (BCC).
- **Management of Co-dependency and Family Issues:** to enable Counsellors/Social Workers to deal effectively with significant others including family and co-dependents of addicts.
- **Rehabilitation and Relapse Prevention – Issues & Modalities:** for service providers for development and



implementation of rehabilitation and relapse prevention programmes.

- **Documentation for Addiction Management-Assessment, Client Profiling, Recording and Documentation:** to ensure proper recording and documentation of programme activities.

**(iv) Strategic Consultations:** The Institute also organizes strategic consultations with various stakeholders to evolve strategies for convergent action so as to bring synergy in on going programmes of different partners.

The Institute holds Annual Consultative Meet with twelve Regional Resource and Training Centres (RRTCs), located in different parts of the country which serve as regional extension centers. This consultative meet is organized each year to plan out the activities of NC-DAP and RRTCs for strategizing key interventions based on emerging trends, evidence and experience gained at the operational level.

#### 4.6 Programmes conducted during the year:

A total of **110** training / sensitization

programmes/ consultations covering **5527** persons were organised by NISD and in collaboration with RRTCs during the year. The detailed list of training programmes organized during the year is at **Annexure – IV**.

The list of the RRTCs including the details of contact persons, States covered is at **Annexure – V**.

#### 4.7 Drug Abuse Monitoring System (DAMS):

Drug Abuse Monitoring System (DAMS) is proposed to be an online data base application wherein data on the types of drugs (substance) consumed, mode of consumption, Socio-demographic profile of treatment seekers at de-addiction centres is collected for understanding the trend and pattern of the substance abuse in the country. This system will further strengthen the existing interventions and would be useful for developing appropriate preventive strategies to combat drug abuse. The DAMS application is developed by NIC and became operational with effect from January, 2016.

#### 4.8 Other Important Events

The Institute in collaboration with the Ministry organised a Regional Workshop on



*Hon'ble Minister, Shri Thaawarchand Ghelot during the inauguration of Regional Workshop on Prevention of Substance (Drug) Abuse at NEHU, Shillong from June 15 to 17, 2015*



Prevention of Substance (Drug) Abuse at NEHU, Shillong from 15th June to 17th June, 2015. A total number of 65 Participants, mainly NSS coordinators, from the North East states including from Odisha & West Bengal attended the Workshop. The workshop created public awareness on Drug Abuse Prevention and capacity building of NSS Coordinators.

## 4.9 International Level Programme

### 4.9.1 Training of Trainers through Colombo plan

The Training for Trainers programme

on Universal Curriculum on Substance Abuse was organized by Colombo Plan in collaboration with National Institute of Social Defence (NISD), Ministry of Social Justice and Empowerment, Government of India at JP Continental Vasant Vihar, from 7<sup>th</sup> September to 19<sup>th</sup> October, 2015, Delhi. The training was imparted to 12 personnel from Regional Resource & Training Centre and two personnel from NISD. At the end of training programme the trainers also appeared for online ICCE Examination and International Certified Addictions Professional (ICAP) Credential.



Group photo of the Participants during the Training of Trainers programme by Colombo Plan with Ms. Ghazala Meenai, Joint Secretary (SD), MSJ&E, Sh. Anand Katoch, Director, NISD and Colombo Plan team.

### 4.9.2. Training programme for the Bhutanese Representatives

The National Institute of Social Defence organized one week training programme on Drug Demand Reduction for peer counsellors from Bhutan during the period from 8<sup>th</sup> March

to 14<sup>th</sup> March 2016 at The Ashok Hotel, New Delhi. Total 15 peer counsellors, nominated by Bhutan Narcotics Control Authority (BNCA) participated in this training programme. The training programme was inaugurated by Ms. Ghazala Meenai, Joint Secretary (SD), MSJ&E.



Group photo of the Participants during the Training programme for the Bhutanese Representatives with Ms. Ghazala Meenai, Joint Secretary (SD), MSJ&E and Sh. Anand Katoch, Director, NISD.

### 5.1 Background

The world is witnessing an unprecedented demographic transition in elderly population. The proportion of 60+ population is on the rise. The phenomenon caused by increased longevity and decreased mortality has surfaced in developing countries rather swiftly as compared to the developed ones. Increased number of elderly population is not just a challenge to meet their specific

needs but also presents an opportunity as well to draw upon the vast repertoire of their experience and knowledge.

As per 2011 Census of India report, total population of senior citizens (60+) is 10.38 cores, which is 8.6% of the total population of the country. The below table shows age wise population of the senior citizens, 75 to 79 age group population is very low compared to other age groups.

#### Senior Citizens Population - 2011

Age Group	Male	Female	TOTAL
60-64	18701749	18961958	37663707 (36.2%)
65-69	12944326	13510657	26454983 (25.5%)
70-74	9651499	9557343	19208842 (18.5%)
75-79	4490603	4741900	9232503 (8.9%)
80 & above	5283695	6005310	11289005 (10.9%)
<b>Grand Total</b>	<b>51071872</b>	<b>52777168</b>	<b>103849040 (100%)</b>

Source: Census of India 2011

The projected population aged 60+ and their percentage share in the total projected population of country, for the year 2016 to 2026 as per 2006 report of the Technical Group on population projections constituted by the National Commission on population published by the Registrar General of India is as under:

Year	Senior Citizens	
	Projected Population (Crore)	As % of Total Population
2016	11.81	9.3
2021	14.32	10.7
2026	17.32	12.4

### 5.2 Aims and Objectives

In pursuance with the National Policy on Older Persons (NPOP), the National Institute of Social Defence is developing a dedicated cadre of Geriatric Caregivers and generating skilled manpower, with focused attention on training, for intervention in the family and community settings. The younger generation and others concerned with the welfare of older persons are encouraged to attend to the needs of the older persons. The objectives of the programme are to:

- Develop a cadre of professionals for the care and welfare of the older persons ;
- Develop appropriate skills for working with older persons.

### 5.3 Target Group:

The Target group is senior citizens and functionaries of Government/NGOs, policy makers in the field of ageing etc.

### 5.4 Activities:

The main activities taken up in the field of ageing are:

- Consultative meetings of experts in the field of Geriatrics,
- Training of Master Trainers in Geriatric Care,
- Training and academic courses in Geriatric Care,
- Orientation programmes for senior citizens in the community,
- Sensitization programmes in schools/colleges for promoting Intergenerational Bonding,
- Out-reach programmes in the community to assess and meet the needs of the elderly.

### 5.5 Training & Capacity Building :

To meet the felt need of skilled geriatric caregivers and to provide care to the elderly in institutionalized and home settings, the Institute runs the following courses on regular basis:

#### (i) One – Year Post Graduate Diploma Course in Integrated Geriatric Care:

The objective of the course is to develop a team of quality Geriatric care



personnel at managerial level. The training course includes theoretical sessions, practical sessions, internship and project work. In addition, seminar presentation and submission of dissertation based on field work are other essential parts of the course. No course fee is charged from the students. The course was conducted by NISD in New Delhi.

#### (ii) Three-Months Certificate Course in Geriatric Care:

Objectives of the training are:

- To improve the status of underprivileged and needy persons dwelling in city slums and rural areas through comprehensive and job oriented training;
- To develop cadre of bedside assistants for care of elderly in Institutional and Non - Institutional set - ups;
- To improve the quality of care of elderly through bedside assistants with good nursing skills; and

During the year 2015-16, **520** students passed out from these courses. No course fee was charged from the students.

#### (iii) Five Days Training on Management of Dementia:

The objective of this course is to enhance the knowledge on dementia among the senior functionaries of NGOs and to orient them on early detection and slowing the process of dementia and upgrade their skills on management of dementia care as well as equip them with appropriate interventions.



*Certificate distribution and Group Photo of participants of Five Days Training on Management of Dementia held at NISD from 28<sup>th</sup> March to 1<sup>st</sup> April 2016*

**(iv) One Day Sensitization Programme for School Teachers/ Counsellors, Parents, Students and Senior Citizens to Bridge the International Gap:** The objective of the programme was to make the school teachers and counsellors understand the concept of generation gap to workout on different techniques and ways to bridge the generational gap, sensitize the school teachers to impart proper values and attitudes in children/ younger generation; make the counsellors aware of different counselling techniques to combat intergenerational conflict among old age as well as young age and to create awareness about the Maintenance and Welfare of Parents and Senior Citizens Act, 2007.

**(v) Strategic Consultations:**

The Institute organized strategic consultative meets/workshops in order to obtain the views of experts working in the field, NGOs, senior officials and others on various emerging issues of concern to facilitate effective programme implementation. The List of collaborating Agencies of Old Age Care Division is at **Annexure VIII**.

**5.6 Programmes conducted during the year:**

The Institute organized **68** Training Courses/Sensitization Programmes covering **1691** persons.

A detailed list of training and other programmes organized during the year 2015-16 is at **Annexure – VI**.





### 6.1 Background:

Social Defence as understood in common parlance pertains to certain marginalized population group requiring protection as well as care and support through systematically organized and coherent efforts both by Government and Civil Society. Social Defence issues such as Drug Abuse, Old Age, beggary, Transgender, HIV/AIDS, trafficking, probation services, prisons etc. are the emerging concern. Therefore the efforts for well being of those sections of the society which are affected is vital and requires immediate and suitable interventions.

Beggary is a serious problem in India which needs to be addressed on priority. The problem is more of a social issue and needs to be handled accordingly. Systematic training/sensitization programmes for the concerned State officials and NGOs partners on beggary prevention would go a long way in eradication of this social evil.

Transgender community is one among the most weakest and vulnerable communities in India. They face high levels of stigma in almost every sphere of their life such as health, schools/colleges, employment, social schemes and entitlement. Extreme social exclusion diminishes self-esteem and sense of social responsibility. The community needs to be included in the mainstream development program of the country and be protected from all forms of abuse and exploitation. The Social Defence Division assists the Ministry for conducting consultation meets, workshops,

inter-ministerial meetings on transgender for chalking out developmental schemes/ programs for TG community.

The Division also looks after the matters related to issues relating to children affected by drug abuse, counselling skills for the stakeholders in the field of Social Defence. The Division also trains the Govt./NGOs/ Panchayat/Police functionaries and Social Work professionals on Social Defence issues through its comprehensive National level one month programme and three days State and Regional level programmes.

### 6.2 Aims and Objectives

The basic aim of the Division is to establish links with State Police and Social Welfare Departments and Institutions working in the areas of Beggary Prevention and other Social Defence issues for imparting training to stakeholders/service providers. Its works for:

- Sensitization of stakeholders and the community towards the issues of the vulnerable group such as beggars and transgender persons;
- Development of welfare schemes and conduction of programmes for such marginalised group.

### 6.3 Target Groups

The target group of the Division are officials of concerned State Social Welfare Departments, Probation Officers, middle level functionaries of State Police Departments, field supervisors of Social Work Institutions, concerned NGO functionaries, Social Workers and Panchayat functionaries.

## 6.4 Activities

The following are the activities of the Division:

- Capacity building of various functionaries working in area of other Social Defence issues including Beggary Prevention and Transgender;
- Sensitizing Government officials, Panchayat, NGO Functionaries, and social workers in the areas of Social defence issues;
- Skill development training program to transgender and beggars with prime objective of enabling them to acquire required skills resulting in their dignified life worth living
- Research and documentation in the area of other social Defence issues; and
- Organising national level seminars and consultative meets on the issues related to Social Defence.

## 6.5 Training and Capacity Building Programme:

### 6.5.1 One Month Certification course:

Comprehensive one Month Certificate Course on Social Defence issues was organised for the Government/NGO and Panchayat functionaries and social workers with the objective of equipping / orienting the stakeholders / service providers for effective implementation of Social Defence programmes of the Government.

### 6.5.2 Thematic Skill Building Programmes:

The following short term thematic programmes were organised by the Division:

- **Three Days Training Programme for Government/ NGO/ Panchayat functionaries on Social Defence Issues** aims at sensitizing and orienting participants on Social Defence Issues to develop knowledge and



*Group photo of three day training programme on “Social Defence Issues For Police Functionaries” held from 18th - 20th January 2016 at Jaipur*

understanding of concepts, legislations, programmes, schemes of Social Defence and the roles and responsibilities of different personnel and agencies in the successful implementation of Social Defence Programme of the Government.

- **Three Days Training Programme for the functionaries of Police**

**Department on Social Defence Issues** aims at sensitizing and orienting participants on Social Defence Issues and equips the officers with understanding of the different provisions of laws and programmes, and their responsibilities in the Social Defence domain.



*Group Photo of Participants during Three Days State Level Training Program on Social Defence Issues for Police Functionaries held at New Delhi in Collaboration with Delhi Police Training College From 7<sup>th</sup> – 9<sup>th</sup> Dec 2015*

During the Financial year 2015-16, the Social Defence Division covered **720** beneficiaries through **18** training & sensitization programmes at National, State and Regional level. These Programmes

covered special issues like beggary prevention, children affected by drug abuse, Comprehensive Social Defence Programmes etc. Detailed list of programmes organized during the year 2015-16 is at **Annexure-VII**.





### 7.1 Introduction

NISD has been collaborating with universities/institutions / organization working in the area of social defence to undertake research in the areas of Drug Abuse Prevention, Old Age Care and Other Social Defence Issues including Beggary Prevention, etc.

### 7.2 Research and Documentation

In order to strengthen the Research Wing of the Institute and to undertake action oriented research in the field of social defence, the Academic Committee identified few areas of action research in respect of Drug abuse Prevention, Old Age Care and Beggary Prevention. In this regard, the Institute framed research guidelines on the basis of some of the National level Institutes such as NICFS, ICSSR, etc. suiting the requirements of NISD as an Autonomous Body. The Research Advisory Body has been set up to advice on the matters relating to research and documentation of the Institute, with Director NISD as Chairman and six Experts representing aforementioned three core sectors of the Institute along with all the Deputy Directors of the respective Programme Division of the Institute.

#### ❖ Drug Abuse Prevention

The Institute has developed the following database to increase the outreach and capacity building programmes:

- Details of NGOs and service providers
- Details of resource persons/trainers working in the field of Drug Demand

Reduction and HIV/AIDS prevention in the country and

- Details of functionaries/service providers trained by NC-DAP, RRTCs & other collaborating agencies

#### ❖ Old Age Care

During the Six Months Certificate Course, the students are provided practical learning experience in the field by way of household survey in the community.

- **One-Year Post Graduate Diploma Course In Integrated Geriatric Care**

Dissertation work is undertaken as a partial fulfillment of research work for post-graduate programme. An effort was made to understand the vital issues of elderly like cognitive impairment, retirement changes, health related problems, role of community and family, mental health etc. in rural and urban settings.

- **Six Months Certificate Course In Geriatric Care**

In Six Months Certificate Course, dissertation/project is an integral part of the curriculum. It is basically a fieldwork exposure for the students and gives an insight into the problems relating to old age in a particular community/locality. The dissertation/project topics are mainly concerned with care-giving system, medical services, psychological problems, successful/productive ageing, empowerment of elderly and community based care etc.

### ❖ Other Social Defence Issues

The Division has a list of experts in the field of Social Defence, working in the Government and Non-Government Sectors.

### 7.3 Library

The Institute has a well-stocked library comprising of about 15000 books and documents besides collections of periodicals, journals and dictionaries. The broad subject areas are Child Rights, Child Welfare and Protection, Juvenile Justice, Geriatric/ Old Age Care and drug Abuse Prevention. Other subjects include Criminal Procedure Code, Indian Penal Code, Criminal Law, Crime and

Police, Criminology, Probation, Juvenile Delinquency, Prison Manuals, Prison Welfare and Reforms, Psychology, Sociology, Social Work, Substances and AIDS, Substance Abuse and Trafficking, Substance Abuse and its consequences etc.

The library subscribes to various magazines in English and Hindi; journals on complimentary basis like Samaj Kalyan, Social Welfare, The Indian Police Journal, SPAN, Indian Journal of Criminology, Criminology Medicine Legalize Japonica, Nation and the World and Manakdoot. The Library is used by the students who are enrolled in various training programmes and courses run by the Institute.

**8.1. Background**

The Institute develops publicity and IEC materials in the area of substance/alcohol abuse, concept of intergenerational bonding and care of elderly.

**8.2. Exhibition and Events**

The Institute participated in some important public events viz: Shilpotsav at Dilli Haat, New Delhi and India International Trade Fair( IITF), Pragati Maidan, New Delhi to

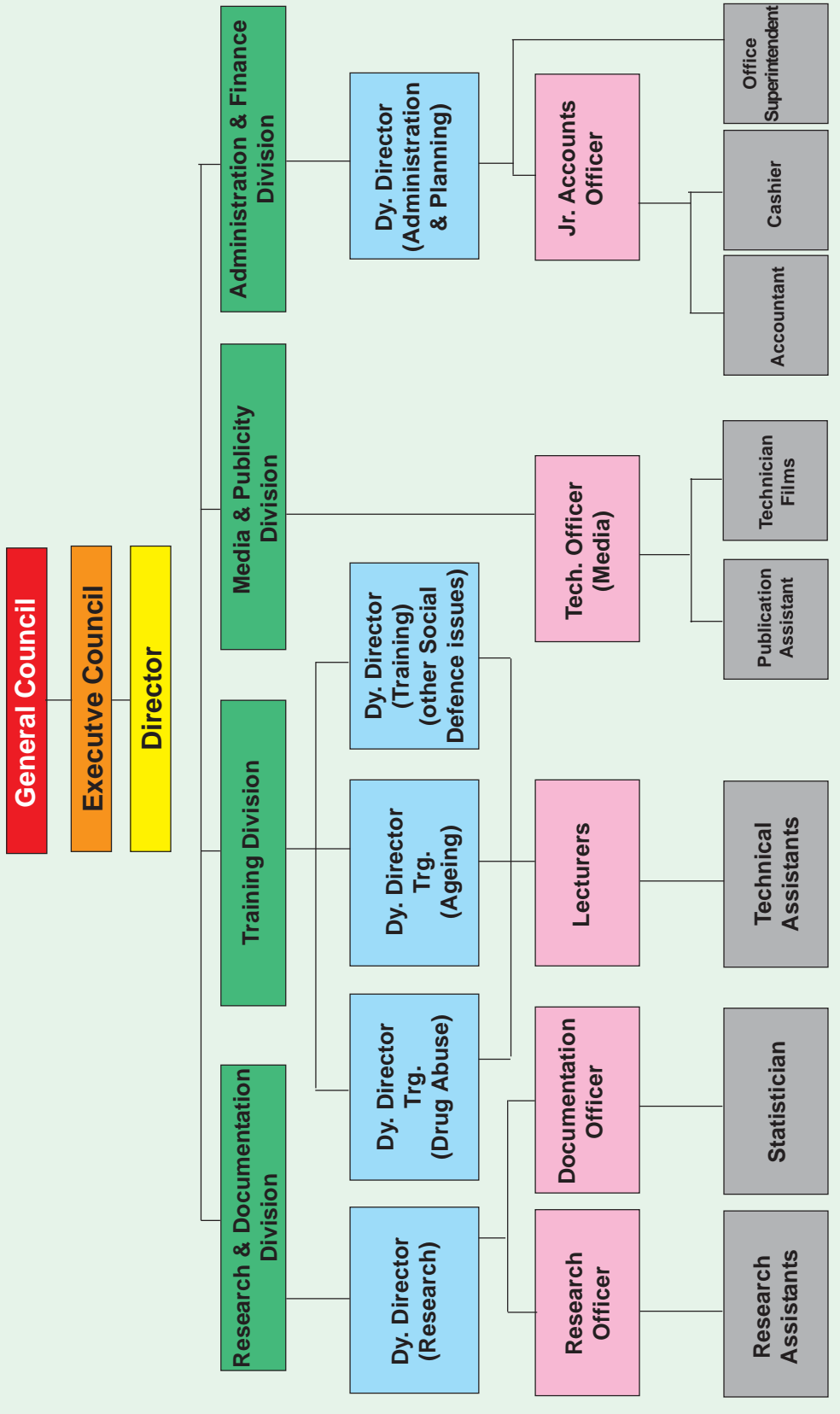
promote awareness on care and support to the elderly, intergenerational bonding, awareness creation and preventive education and create awareness about ill effects of alcoholism & drug abuse and activities of the Institute. The Institute put up informative and interactive stalls in both the events where not only informative panels/IEC material were on display but on-the-spot counselling and film shows created an added attraction for the visitors who visited the stalls.





# Annexures

# Organisational Structure of NISD



## Annexure - I (Para No. 1.6 of Chapter No. 1)



## Annexure - II

(Para No. 3.1 of Chapter No. 3)

### Members Of The General Council

Constitution of the General Council of the National Institute of Social Defence(NISD) as per Ministry of Social Justice and Empowerment's order No.15-41(6)/07-08/AG-II dated 26<sup>th</sup> March 2008, is as follows:-

1.	Secretary Ministry of Social Justice & Empowerment Govt. of India Shastri Bhawan, New Delhi.	President
2.	Joint Secretary (SD) Ministry of Social Justice & Empowerment Govt. of India Shastri Bhawan, New Delhi.	Member
3.	Financial Advisor Ministry of Social Justice & Empowerment Govt. of India Shastri Bhawan, New Delhi.	Member
4.	Joint Secretary Ministry of Home Affairs Govt. of India Shastri Bhawan, New Delhi.	Member
5.	Representative Ministry of Women & Child Development Govt. of India Shastri Bhawan, New Delhi.	Member
6.	Representative Ministry of Health Govt. of India Shastri Bhawan, New Delhi.	Member
7.	Representative Department of Secondary and Higher Education Govt. of India Shastri Bhawan, New Delhi.	Member



8.	Representative Department of Youth Affairs & Sports Govt. of India Shastri Bhawan, New Delhi.	Member
9.	Representative Ministry of Labour Govt. of India Sharam Shakti Bhawan, New Delhi.	Member
10.	Representative Department of Revenue Ministry of Finance Govt. of India North Block, New Delhi.	Member
11.	Representative Department of Legal Affairs Ministry of Law & Justice Govt. of India Shastri Bhawan, New Delhi.	Member
12.	Representative Narcotics Control Bureau West Block-1, Wing-3 R.K. Puram, New Delhi.	Member
13.	Secretary Social Welfare Department Govt. of National Capital Territory of Delhi I.P. Estate, New Delhi.	Member
14.	Director Secretary National Institute of Social Defence West Block-1, Wing-7, R.K. Puram, New Delhi.	Member
<b>Six specialists/representatives of Voluntary Organizations/Social Workers in the field</b>		
15.	Shri P.N. Arora Founder Trustee Yashoda Foundation 113, Gandhi Nagar Ghaziabad.	Member
16.	Shri Manohar Arora X-52, West Patel Nagar New Delhi-110008.	Member

17.	Dr. S.G. Sekhar No. 294, Purasawalkkam High Road Kellys, Chennai Tamil Nadu-600010.	Member
18.	Prof. Rajeev Kumar C/o. Abhiram Singh Rashtriya Pustakalaya Lane East Lohanipur, Kadam Kuan, Patna-800003, Bihar.	Member
19.	Shri Dinesh Gupta 55/77, Punjabi Bagh(West) New Delhi-110026.	Member
20.	Shri Madiga Errabapu Esrayal H.No.3-24, Tammaluru Village Maheshwaram Mandal Ranga Reddy District Hyderabad – 501359(Andhra Pradesh).	Member



## Annexure - III (Para No. 3.1 of Chapter No. 3)

### Members Of The Executive Council

Constitution of the Executive Council of the National Institute of Social Defence(NISD) as per Ministry's order No.15-41(6)/07-08/AG-II dated 26<sup>th</sup> March 2008, is as follows:-

1.	Joint Secretary (Social Defence) Ministry of Social Justice & Empowerment Shastri Bhawan, New Delhi.	Chairman
2.	Director/Deputy Secretary (I.F.Wing) Ministry of Social Justice & Empowerment Shastri Bhawan, New Delhi.	Member
3.	Shri Om Prakash Ranga House No.1262, Street No.9 Swatantra Nagar, Narela Delhi-110040.	Member
4.	Dr. (Smt.) Sheilu Sreenivasan President Dignity Foundation Mumbai.	Member
5.	Director National Institute of Social Defence West Block-1, Wing-7 R.K. Puram, New Delhi.	Member – Secretary



## Annexure - IV

(Para No. 4.6 of Chapter No. 4)

### List of Programmes on Drug Abuse Prevention during the year 2015-2016

S.No.	Title of the Training Course/ Programme	Collaborating Agency	Venue	No. of Participants
<b>Three Month Certificate Course</b>				
1.	3 Months Certificate Course on Drug Abuse Prevention	NISD	New Delhi	32
2	One Month Certificate Course on Drug Abuse Prevention	NISD	New Delhi	25
3	Training Programme on Drug Abuse Prevention for Bhutan Representatives as per MOU between India and Bhutan	NISD	New Delhi	15
4	Colombo Plan Training Programme for development of Master Trainers (training of trainers) for RRTC functionaries & NISD consultants	NISD	New Delhi	25
5	RRTC Consultative Meet	NISD	New Delhi	40
<b>One Month Basic Course</b>				
6		Mizoram Social Defence and Rehabilitation Board (RRTC NE III)	Aizwal	25
7		Calcutta Samaritans (RRTC East II)	Kolkata	25
8		Changnacherry Social Service Society (RRTC South II)	Changnacherry	25

S.No.	Title of the Training Course/ Programme	Collaborating Agency	Venue	No. of Participants
9		Association for Voluntary Action (RRTC East III)	Odisha	25
10		Sri Shakti (RRTC South III)	Davanagere	25
11		Gunjan Organization for Community Development (RRTC North II)	Dharamshala	25
12		Muktangan Mitra, (RRTC West-I)	Pune	25
<b>2-Months Skill Development Course for Recovery Addicts, Spouses and Dependents of Addicts</b>				
13	2 Months Course	Society for Promotion of Youth and Masses (RRTC North I)	New Delhi	25
	2 Months Course	Society for Promotion of Youth and Masses (RRTC North I)	New Delhi	25
14	2 Months Course	Mizoram Social Defence and Rehabilitation Board (RRTC NE III)	Mizoram	25
		Mizoram Social Defence and Rehabilitation Board (RRTC NE III)	Mizoram	25
15	2-Months Course on Acupressure Therapy	Gunjan Organization for Community Development (RRTC North II)	Dharamshala	25
	2-Months Course on Massage Therapy	Gunjan Organization for Community Development (RRTC North II)	Dharamshala	25
16	2-Months Course on Jute Product Making	Calcutta Samaritans (RRTC East II)	Kolkata	25

S.No.	Title of the Training Course/ Programme	Collaborating Agency	Venue	No. of Participants
	2-Months Course on Tailoring	Calcutta Samaritans (RRTC East II)	Kolkata	25
17	2-Months Course on Mushroom Farming	Association for Voluntary Action (RRTC East III)	Odisha	25
		Association for Voluntary Action (RRTC East III)	Odisha	25
18	2-Months Course	Opium Deaddiction Treatment Training & Research	Jodhpur	25
		Opium Deaddiction Treatment Training & Research	Jodhpur	25
19	2-Months Course on Bamboo Craft Furniture & building structure	T. T.Ranganathan Clinical Research Foundation,	Chennai	25
	2-Months Course on Iron Fabrication Sector in Basic Welding	T. T.Ranganathan Clinical Research Foundation,	Chennai	25
20	2-Months Course on Handicraft & Carpentry Fundamentals	Changnacherry Social Service Society (RRTC South II)	Thala Yolaparambu	25
	2-Months Course on Computer Fundamentals	Changnacherry Social Service Society (RRTC South II)	Trivendrum	25
21	2-Months Course on Four Wheeler driving License	Muktangan Mitra (RRTC West I)	Pune	25
	2-Months Course on Assistant Cook	Muktangan Mitra (RRTC West I)	Amravati	25
22	2 Months on home appliance's	Sri Shakti (RRTC South III)	Davanagere	25
	2-Months Course on Tally Software	Sri Shakti (RRTC South III)	Davanagere	25

S.No.	Title of the Training Course/ Programme	Collaborating Agency	Venue	No. of Participants
23	5 programmes of Skill Development 2 Months duration each	Yug Shakti Santhan, (NSDC approved organisation)	Indore	25x 5=125
<b>5 Days Course on Thematic issues on Drug Abuse Prevention</b>				
24	5 days Course	Society for Promotion of Youth and Masses (RRTC North I)	New Delhi	25
25	5 days Course	Mizoram Social Defence and Rehabilitation Board (RRTC NE III)	Mizoram	25
26	5 days Course	Gunjan Organization for Community Development (RRTC North II)	Dharamshala	25
27	5 days Course	Calcutta Samaritans (RRTC East II)	Kolkata	25
28	5 days Course	Association for Voluntary Action (RRTC East III)	Odisha	25
29	5 days Course	Opium Deaddiction Treatment Training & Research	Jodhpur	25
30	5 days Course	T. T.Ranganathan Clinical Research Foundation,	Chennai	25
31	5 days Course	Changnacherry Social Service Society (RRTC South II)	Thala Yolaparambu	25
32	5 days Course	Muktangan Mitra (RRTC West I)	Pune	25
33	5 days Course	Sri Shakti (RRTC South III)	Davanagere	25
34	5 days Course	Galaxy Club, (RRTC NE-I)	Imphal	25



S.No.	Title of the Training Course/ Programme	Collaborating Agency	Venue	No. of Participants
<b>3 Days Orientation Course for Nurses &amp; Ward Boys</b>				
35	3 days Course	Society for Promotion of Youth and Masses (RRTC North I)	New Delhi	25
36	3 days Course	Mizoram Social Defence and Rehabilitation Board (RRTC NE III)	Mizoram	25
37	3 days Course	Gunjan Organization for Community Development (RRTC North II)	Dharamshala	25
38	3 days Course	Calcutta Samaritans (RRTC East II)	Kolkata	25
39	3 days Course	Association for Voluntary Action (RRTC East III)	Odisha	25
40	3 days Course	Opium Deaddiction Treatment Training & Research	Jodhpur	25
41	3 days Course	T. T.Ranganathan Clinical Research Foundation,	Chennai	25
42	3 days Course	Changnacherry Social Service Society (RRTC South II)	Thala Yolaparambu	25
43	3 days Course	Muktangan Mitra (RRTC West I)	Pune	25
44	3 days Course	Sri Shakti (RRTC South III)	Davanagere	25
45	3 days Course	Galaxy Club, (RRTC NE-I)	Imphal	25
<b>Total</b>			<b>110</b>	<b>5527</b>



## Annexure - V

(Para No. 4.6 of Chapter No. 4)

### List of Regional Resource Training Centres (RRTCs) for Drug Abuse Prevention

S.No.	Name of RRTC & Chief Functionary	Name of Organization	Address, Phone & E-mail of organization
1	RRTC North-I Dr. Rajesh Kumar Executive Director	Society for Promotion of Youth & Masses (SPYM), 111/9, Opposite Sector B-4 Vasant Kunj, New Delhi-110070	011-26893872 Fax No.011-26896229 spymdelhi@gmail.com Mob:- 09891268872
2	RRTC North-II Mr. Sandeep Parmar (Director)	Gunjan Organization for Community Development, Near Eagle Motor Service Station, Opposite Sai General Store Shyam Nagar Dharamsala, H.P - 176215	Mob:- 09418080369/ 09418122425/ 09977910280 gocd.hp@gmail.com
3	RRTC South-I Mrs. Shanthi Ranganathan, Hony. Secretary	T.T. Ranganathan Clinical Research Foundation, IV Main Road, Indira Nagar Chennai-600020	044-4912948, 24918461 ttrcrf@gmail.com Mob:- 094444046554
4	RRTC South-II Secretary	Changnacherry Social Service Society, P.B. No.20, Archbishop House, Kottayam, Changnacherry (Kerala)	southrrtc@rediffmail.com acceptrrtc@rediffmail.com Mob:- 09847231365
5	RRTC West-I Ms Mukta Puntambekar Deputy Director	Muktangan Mitra Alandi Road, Mohanwadi, Yerawada, Pune-411006	Mob # 098816 97612 080079 90097 Tel # 020 - 6401 5947 Fax # 020 - 2668 3271 rrtcwest@gmail.com
6	RRTC East-II Premila Pavamani, Director,	Calcutta Samaritans 48 Rippon Street, Kolkata-700016.	Ph: 033-22299731, rrtccalsam@gmail.com Mob:- 08981190929
7	RRTC NE-I Dr. A. Jayanta Kumar President	Galaxy Club Imphal Singjamei mathak Chongtham leikai, 795001, Imphal	0385-2227574/2445486 jayanta_dr@yahoo.com Mob:- 09862350946
8	RRTC NE-II Dr. P Ngully, Director	KRIPA Foundation Near Catholic Public Centre, D Block, Kohima-797001 Nagaland.	0370-2290227 rrtc_aizol@yahoo.com Mob:-08131822556

S.No.	Name of RRTC & Chief Functionary	Name of Organization	Address, Phone & E-mail of organization
9	RRTC NE-III Ms. Lalpawmawii Chief Executive Officer	Mizoram Social Defence & Rehabilitation Board Chaltlang, Aizwal-796001 (Mizoram)	0389-2349320 rrtc_aizol@yahoo.com Mob:-08131822556
10	RRTC West-II Dr. Narayan Singh Manaklao	Opium De-addiction treatment Training & Research Trust, Manaklao Jodhpur, Rajasthan	Mob:- 09414133996 nsmanaklao@gmail.com
11.	South-III Sri Shakti Association	Guttur Post Harihar-577601 Davangere District, Karnataka	Mob.: 09986408105/ 09945221004 srishkthikarnataka@gmail.com Shakthi1992@yahoo.co.in
12	RRTC East-III Mr. Sudhir Das President	Association for Voluntary Action (AVA) Dampur, P.O Berboi, Odisha-752016	rrtcodisha.ava@rediffmail.com 09437042482/06758240733



## Annexure - VI

(Para No. 5.6 of Chapter No. 5)

### (OLD AGE CARE DIVISION)

#### List of Training Programmes organized during the year 2015-16

Sl. No.	Title of the Training Courses/Programmes	Collaborating Agency/ Venue and Date	No of Programmes	No of Participants
<b>I. Certificate Courses</b>				
1.	One Year P. G. Diploma In Integrated Geriatric Care.	NISD - New Delhi	1	11
2.	Two Months Certificate Course In Geriatric Care for bedside assistance/ care givers	NISD- Delhi	2	40
		CSSC-Mumbai	2	60
		IRDEO - Manipur	2	60
		Anugraha - New Delhi	2	60
		NMT - Bangalore	2	60
		CMIG - Kolkata	2	60
		Heritage Foundation- Hyderabad	2	60
		PSGR- Coimbatore	2	60
3.	One Month Certificate Course On Basic Issues Of Geriatric Care	NISD - Delhi CMIG - Kolkata Anugraha - Delhi NMT - Banguluru IRDEO - Manipur	Not Approved in Action Plan	
<b>ii. Thematic Skill Building Programme</b>				
1.	Two Days Workshop On Old Age Home With Sensitization of MWPSA Act 2007	Heritage Foundation	1	30
2.	Five Days Training Programme on Management of Dementia	NISD - Delhi	10	80
		IRDEO- Manipur	10	80
		Anugraha - New Delhi	10	80
		NMT- Banguluru	10	80
		CMIG - Kolkata	10	80
<b>iii. Strategic Consultation/Expert Meets</b>				
1.	Two Days Workshop on Old Age Home With Sensitization of MWPSA Act 2007	Heritage Foundation Hyderabad	1	30

Sl. No.	Title of the Training Courses/Programmes	Collaborating Agency/ Venue and Date	No of Programmes	No of Participants
2.	One-Day Sensitization Programme for School/College Teachers/ Counsellors/ Students to Bridge the Inter Generational Gap and awareness on Maintenance and Welfare of Parents Senior Citizens Act-2007	IRDEO, Manipur ANUGRAHA NMT, Bangalore CMIG, Kolkata	10 10 10 10	80 80 80 80
3.	Six Months Certificate Course In Geriatric Care	CMIG IRDEO	1 1	30 30
4.	International day for Older Persons (IDOP) in Vigyan Bhawan, New Delhi	NISD, New Delhi	1	600
	<b>Total</b>		<b>68</b>	<b>1691</b>



## Annexure - VII

(Para No. 6.5.2 of Chapter No. 6)

### List Of Training Programmes Organized by Other Social Defence Division during the Year (2015-16)

S.No	Provisions	Venue & Date	Name of the States and Collaborating Departments	No. of Participants
1	Three days state level training programme on Social Defence for Police Functionaries	Chennai 9-11 Dec,2015	Police Training Academy, Vandalur, Chennai	40
		Chennai 9-11 Dec,2015	Police Training, Academy, Vandalur, Chennai	40
		Thiruvananthapuram 9-11 Mar 2016	Kerala Police Training college Thiruvananthapuram	40
		Jaipur 25-27 Feb,2015	Rajasthan Police Academy,Jaipur	40
		Jaipur 18-20 March,2015	Rajasthan Police Academy, Jaipur	40
		Barrackpore 28-30 March, 2016	Swami Vivekananda Police Academy West Bengal	40
		New Delhi 7-9 Dec.,2015	Delhi Police Training College.	40
		Kangra 28-30 Jan., 2016	Himachal Pradesh Police Academy.	40
		Jodhpur 18-20 Jan., 2016	Sardar Patel Police, Security & Criminal Justice University	40
		Madhuban, Karnal 24-26 Feb., 2016	Haryana Police Academy	40

S.No	Provisions	Venue & Date	Name of the States and Collaborating Departments	No. of Participants
		Jaipur 28-30 March, 2016	Rajasthan Police Academy	40
		Shilong 28-30 March, 2016	NEPA, Shilong	40
		Shilong 28-30 April, 2016	NEPA, Shilong	40
		Shilong 6-8 June, 2016	NEPA, Shilong	40
2	Three Days Programme on Specialized Care for Children affected by Drug Abuse	Kolkata 17-19 Dec., 2015	JP Institute of Social Change, Kolkata	40
		Madurai 12-14 Feb., 2016	Madurai Institute of Social Science Madurai.	40
		Gandhi Nagar 21-23 Dec., 2015	Deptt. of Social Defence, Govt. of Gujarat .	40
		Varanasi 13-15 Feb., 2016	M.G. Kashi Vidyapith, Varanashi.	40
		SPYM RRTC North I 11-13 February, 2016	SPYM, Vasanth Kunj, New Delhi.	40
	<b>Total</b>		<b>18</b>	<b>720</b>





## Annexure - VIII

(Para No. 5.5 of Chapter No. 5)

### Old Age Care Division

#### List of RRTC /Collaborating Agencies

S.No	Name and Address of Agency	Contact No.
1	Dr. (Smt.) Indrani Chakravorty The Secretary, (CMIG) Calcutta Metropolitan Institute of Gerontology, (CMIG) <b>(RRTC)</b> E/1, Sopan Kutir,53 B ,Dr. S. C. Banerjee Road Kolkata -700010 (West Bengal).	033-23701437 09830398184 Sh. Gautam Saha 09339825148 cmig@rediffmail.com chakraindrani@gmail.com
2.	Dr. Abha Choudhary Founder Secretary Anugraha <b>(RRTC)</b> B-33, Arya Nagar Apartment, 91, I.P. Extension Perpatganj, New Delhi	anugrahaindia@yahoo.com 91&11&22726632 eks- 09810717722
3	Dr. Radha Murthy, The Managing Trustee, Nightingales Medical Trust (NMT), <b>(RRTC)</b> 8P6, 3 <sup>rd</sup> A Main East of NGEF Layout, Kasturinagar, Banaswadi, Bangalore-560043	09844037381 080-42426565 Fax: 080&42426575 nightingalesmt@gmail.com www.nightingaleseldercare.com
4	Kumar Singh, Secretary Integrated Research Development Education Organization (IRDEO) <b>(RRTC)</b> Wangbal, P.O. Thoubal - 795138, Manipur	irdeo.manipur@gmail.com 094436883222 09873668044

S.No	Name and Address of Agency	Contact No.
<b>Other Collaborating Agencies</b>		
1	Dr. Jacob Roy Chairman Alzheimer's And Related Disorders Society Of India (ARDSI) Madavana Temple Road, Vennala P.O, Pararivattam, NH Bye Pass, Kochi-28, Kerala	Phone: 04885&2508088, 09846198786, 09846198471 E-mail: ardsicochin@gmail.com office@alzheimer_india.org alzheimer@md2vsnl.net.in
2	Dr. (Mrs.) N. Yesodha Devi Principal PSGR, Krishnammal College for Women, Peelamedu, Coimbatore-04	0422-2572222 Fax: 0422-2591255 M. 09994283962 principal@psgrkc.com
3	Dr. Anjali Raje Executive Director International Longevity Center (ILC) CASP Bhawan, S.No- 133/2 Plot No-3, Pashan Banker Link Road, Pune	longevetic@gmail.com 020&65002595
4	Help Age India Dr. Methew Chairan Executive Director Help Age India C-14, Qutab Institutional Area, New Delhi	9810042046, 011-41688955, 41688956 mathewchairan@helpageinida.org
5	Dr. Sheilu Sreenivasan President Dignity Foundation 206 B, Byculla Service Industries Premises Sussex Road, Byculla- East, Mumbai- 400 027	Fax: 23898082 Ph.: 02261381100 dignity@vsnl.com www.dignityfoundation.com
6	Dr. K.R. Gangadharan Director Heritage Foundation 37 Kamalapur Colony Phase-III, Hyderabad-500073	Tel.: 09848035037 (M). 91-40-23379999] Fax: 23379207 gangadharankr@yahoo.com heritagefoundationhyd@gmail.com

S.No	Name and Address of Agency	Contact No.
7	Shri Bighnaraj Routray Secretary Centre for Action Research and Training (CART) HIG-10/6,Phase-IM.B Colony, Chandreshekharpur Bhubaneswar, Orissa-751016	0674-2397984, 2741596 09938512549 Fax: 0674&-2741596/2741682 E-Mail: cartodisa@gmail.com
8	Smt. Rekha Sharma Coordinator Welfare Society for Elderly and Destitute Peoples (WSEDP) R-114, Street No-7, Top Floor, Joga Bai Extn., Okhla, Jamia Nagar, New Delhi-110025	91-9211532289 wsedpindia@gmail-com wsedp@wsedp.org www.wsedp.org
9	Ms. Sushmita De The Secretary Abhoy Mission Ram Nagar Road No. 1 Post Office Ram Nagar, Agartala, Tripura West-799002.	M. 09436123069 FAx: 0381 2208507 E-mail: swabalamban@redifmail.com
10	Dr. Mohini Giri Chairperson Guild of Service C-25, Qutab Institutional Area, New Delhi 110016	41013416, 41013417 Fax: 41013418 Email: guildofserviceni@yahoo.com



## **Annexure - IX**

**(Para No. 3.6 of Chapter No. 3)**

**OFFICE OF  
THE DIRECTOR GENERAL OF AUDIT  
(CENTRAL EXPENDITURE)  
NEW DELHI-110002**

### **AUDIT CERTIFICATE**

The General Condition of the accounts maintained by National Institute of Social Defence, (NISD), West Block-1, Wing No. 07, R K Puram, New Delhi for the year 2015-16 was found to be satisfactory subject to the observations made in the in the inspection report.

The inspection report has been prepared on the basis of records and information furnished and made available by National Institute of Social Defence, (NISD) West Block-1, Wing No. 07, R K Puram, New Delhi. The O/o the Director General of Audit, Central Expenditure disclaims any responsibility for any mis-information and/or non-information on the part of the auditee.

Sd/-

Sr. Audit Officer (AMG-I)

OFFICE OF THE DIRECTOR GENERAL OF AUDIT  
CENTRAL EXPENDITURE

**INDEPENDENT AUDITOR'S REPORT**

To

**Members**  
**National Institute of Social Defence**  
**West Block-1, Wing 7,**  
**R K Puram New Delhi- 110066**

We have audited the accompanying financial statements of National Institute of Social Defence ("**NISD**"), Which comprise the Balance sheet as at 31<sup>ST</sup> MARCH, 2016 and The Income and Expenditure for the year ended, and a summary of significant Accounting policies and other explanatory information.

**Managements Responsibility for the financial statements:-**

Management is responsible for the preparation of these financial statements the give a true and fair view of the financial position. This responsibility includes the design implementation and maintenance of internal control relevant to the preparation and Presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

**Auditors Responsibility :-**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with the standards on Auditing issued by the institute of Chartered Accountants of India. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments; the auditor considers internal control relevant to the company's preparation that is appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.



We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion subject to the following:-

1. The details of the fixed assets have been entered in the fixed assets register till the close of the financial year 2015-16 Based on this register all the assets under different groups have been taken in the accounts as required. The depreciation on all the assets have been provided at the specified rates of Income Tax Act as per the written down value (WDV) method. Fixed Assets Register is not being maintained as per the proper format mentioning the details like quantity, rate, complete description of the fixed assets, location and working condition of fixed asset. Depreciation is also not charged in the fixed Assets Register. The Fixed Assets Register is not reconciled with the financial statement. Further, no physical verification of the Fixed Assets has been carried out during the year. We are unable to comments on the existence of the Fixed Assets and any consequential adjustments, if required.
  
2. **(a)** The institute was initially allotted a plot of land by Delhi Development Authority (DDA) in Janakpuri, New Delhi measuring 1682sq . mt . On 24.04.1998 on perpetual basis and an amount of Rs 10, 11,768 were deposited with DDA. However, due to shortage of space the institute again approached the DDA for an alternate plot of land for its office and hostel accommodation also. Thereafter, a plot of land measuring 2 acres in Dwarka sector-10 New Delhi was allotted by the Delhi Development Authority vides its letter No. F 32 (14)/87/12 dated 19-03-1993 on perpetual lease hold basis. The land was allotted at the provisional premium of Rs 40 lacs @ Rs 20 lacs per acre. However in anticipation of revision in rate of land which was stated to be under consideration of the government, NISD was required to deposit Rs 60 lacs with the DDA as the cost of land by DDA. As such an amount of Rs 60 lacs were deposited with the DDA. However, DDA neither informed about the revision of cost of land nor refunded Rs 20 lacs. The matter was further persuaded with the DDA for refund of Rs 20 lacs vide NISD letter no. 1/1/2010 and the reminder letter and the visit has been made to DDA for the refund of Rs 20 lacs and such refund was awaited from DDA. However no reply was received. Simultaneously the matter was taken up with the ministry of urban development at the higher level to sort out the issue and direct to DDA & CPWD to commence the construction of NISD Building.

The plot was handed over to the institute on 16.07.1993 in lieu of the earlier plot at Janakpuri. The earlier plot of land is to be handed over to DDA immediately after allotment of alternate plot of land for hostel accommodation and staff quarters or refund the excess amount of advance of Rs 20 lacs paid to them earlier.

Further to the above, the institute is regularly reminding the DDA and has also taken it up with the DDA for allotment of an alternate plot for residential complex which is very essential for properly conducting the functions of the institute vide letter no. 1/1/2001- Admin in continuation of Institutes earlier dated 04.04.2005 and 16.04.2007 and many reminder letter on various dates. It would also help the institute to set off/ adjust the additional funds of Rs 20 lacs already paid to DDA.

**(b)** As per the clause (v) of the allotment letter for the Dwarka plot, the construction on land as per the sanctioned plan was to be completed within a period of 2 years of taking possession. The institute has obtained an extension of time (EOT) UPTO 31<sup>st</sup> December 2013 from the DDA without levying any compensation fees vide letter no. F32 (14)/87/11-/384 dated 24.7.12. On continuous reminder set with the DDA, the institute has again obtained the approval for extension of time (EOT) UPTO 31<sup>st</sup> December 2017 vide file no.01/01/2004- Admin- NISD without levying any compensation fees. The Institute has already deposited an amount of Rs 4.47 cores with the CPWD for the construction of the building in the land allotted. However due to some technical and procedural difficulties, the institute has not been able to get the clearances from the ministry of urban Development & DDA. The institute has sent repeated reminders to the concerned authorities including CPWD and DDA but approval of sanction of building plan are awaited and the construction work is still pending. The institute is advised to pursue the matter with the concerned authorities.

On review of the above it was observed that CPWD has submitted building plans with necessary modification to DDA on 29.05.2008 for approval vide ministry of urban Development (Commercial Section) office memorandum no.18011/8/2008 W2 dated 01.07.2008. on demand of DDA an amount of Rs35800/- has been deposited by CPWD with DDA as fees for plan approval vide CPWD letter no. 23(71)DDA/6271 DATED 30.10.2009. Air Authority of India has issued NOC and EOT has been obtained from the DDA and is granted up to 31.12.2017. The Building model along with its drawings was submitted to Delhi urban Art Commission (DUAC) for approval on aesthetic quality of urban and environmental design. The DUAC after examining of NISD building models and drawings had granted approval. The Chief fire Officer cleared the proposal and accorded their approval on NISD building plans.

Simultaneously DDA has been requested to issue approval of building plans so that commencement of construction of the NISD Building will be commenced. They also confirmed the receipt of Rs 4.46 cores which has now been adjusted against Rs 23.62 cores (the cost of the building), demanding in installments the balance of Rs19.16 cores.



The NISD has given a total amount of Rs. 16, 47, 54,000/- till 31<sup>st</sup> March, 2016.

3. We observed that Rs. 10,71,52,317/ were outstanding as on 31<sup>st</sup> march 2016 in "Advance to collaborating Agencies, Includes Rs. 8,44,35,268/- for the period 2004-05 to 2014-15. We are informed that follow ups and correspondences has been made for the adjustment/ recovery of such outstanding amount by the Institute. Further, there was no movement in the advances to collaborating Agencies amounting to Rs 69,19,459/- relating to 1983-84 to 2003-04 with no recovery/ adjustment.
4. Though the Institute is following the accrual system of accounting but it was observed that most of the expenses of the previous years were recorded as current year expenses majorly related to the P7 bills i.e., Advances to agencies or in house advances and their corresponding adjustments. Further, no provision for the expenses though incurred has been accounted for in the financial statements for the period ending on 31<sup>st</sup> march 2016. The impact of this on the income and Expenditure cannot be quantified due to non-availability of the information.
5. Accounting policies and procedures are to be reviewed for strict compliance as the same are not being followed and adhered to strictly such as : -

Amount paid as advance against programs have to be accounted for within a period of one month as per the policy of NISD, but the same are not being done, resulting in an abnormal increase/ decrease of certain expenditure.

6. As per the government advances rules, the institute can't release any further advance until/ unless previous advances haven't been adjusted within 1 month of the programme held. But in the below mentioned cases, institute is releasing further advances without any adjustment of previous advances.

Serial No.	Name of the Agency
1	Anugrha Delhi
2	Association of Voluntary Action(AVA)
3	CMIG KOLKATA
4	Calcutta Samaritans Kolkatta
5	Depart. Of social Defense of Gujarat
6	Galaxy Club Imphal
7	Heritage Foundation Hyderabad

8	Madhurai Inst. Of Social Scieince
9	Mahatma Gandhi Kashi Vidyapith Vanarasi
10	PSGR Krishnammal College for women Coimbature
11	Mizoram Social Defense & Rehabilitation Board
12	Muktagan Mitra Pune
13	Nightingales Medical Trust Bangalore
14	SPYM NEW DELHI
15	Rajasthan Police Academy Jaipur
16	T T Ranganathan Clinical Foundation Chennai
17	Changnacherry Social Service Society Kerela
18	DIGNITY Foundation
19	Gunjan Org for Community Development Dharamsala
20	Lucknow University
21	Muskan Foundation, New Delhi
22	Opium Deaddiction Treatment Researc Trust Rajasthan
23	IRDEO Wangabal

7. There is no adjustment of staff advance in the whole year as below mentioned:-

Name of staff	Date of Advance	Bill no. of Advance	Amount(RS.)
Anil Kumar, UDC	19/12/2013	P6/572	8,000/-

8. It is also observed that though institute is registered under the society Registration Act 1860 as a society but it is not registered under sec 12AA of the income tax Act 1961 as a trust. Institute is not filing income tax return under section 139 (4a) of income tax act 1961 which is the mandatory requirement if the taxable income exceeds the exemption limit not chargeable to tax. Institute is not filing its ITR since it has become autonomous i.e FY 2004-05. Due to non- registration under income tax act, Institute is not able to avail income tax exemption under section 11 of the said act.

9. It is observed that no provision has been made for gratuity and leave encashment. In absence of the information, we are unable to quantify the same.

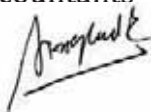
10. It is noted that the surplus funds of the society are not judicially invested in the form of the flexi deposits with the bank to earn interest.

11. Subject to our observations at Para 1 to 10 above.

- a. We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of Audit.
- b. In our opinion, books of account as required by bye – laws of the institute have been kept by the institute so far as appears from our examination of those books.
- c. Balance sheet and Income & Expenditure A/C and Receipt & payment A/C dealt with by this report are in agreement with the books account.
- d. In our opinion and to the best of our information and according to the explanations given to us, the said accounts subject to our observations in Para 1 to 10 above gives true and fair view.
  - i) in the case of the Balance Sheet, of the state of affairs of the society as at 31<sup>st</sup> march, 2016,
  - ii) In so far as it relates to the Receipt & Payment Account of the transaction for the year and the closing balance ended on that date.
  - iii) In the case of the income and Expenditure Accounts, of the excess of Income over Expenditure for the year ended on that date

For P.K. SINGHAL & Co.

Chartered Accountants



FIRM Reg. No.

(005051C)s



Partner

M NO

Dated:

Place: Delhi

## **Schedule 24**

### **Accounts Policies and Notes to Accounts**

- 1) The institute was incorporated on 15-07-2002 under the societys Registration Act, 1860 with the object of developing, reviewing and implementing the policies and programs in the field of social defence consisting old age care, drug abuse and other social defence services. In order to strengthen the work of the institute, it was granted aid for the conduct of its various programs of social defence as an autonomous body of the ministry of social justice and empowerment w.e.f 1.04.2004.
- 2) The financial statements are prepared on the basis of historical cost convention and on accrual method of accounting in accordance with the Generally Accepted Accounting Principles. The accounting policies have been consistently applied by the society and are consistent with those used in the previous year.
- 3) All grants received from the ministry for conducting various programs and for meeting the routine objectives of the institute have been accounted for in the income and expenditure account.
- 4) The institute has segregated their cash book into plan and non plan w.e.f. December 2012. In the plan cash book, all the payments like durg abuse prevention, child care, social Defense, old Age, Training programmes, research, sensitization, programmes, international Day celebrations on drug abuse and senior citizens and salary plus other expenses like advertisement expenses, office repair and maintenance, security charges are accounted while in the non- plan cash book, payments like staff salaries other than the posts specifically for the job, LTC reimbursement, leave encashment, earned leave, medical reimbursement etc. are accounted.
- 5) The Bye- laws of the institute have been approved by the executive council and the governing body of the institute. However, it is observed that the same needs to be ratified by the government (i.e by the ministry of social justice and Empowerment).

We are informed that the bye- laws have been approved by the Ministry of social justice and empowerment on 23<sup>rd</sup> May 2013.



## 6) Fixed Assets

Fixed Assets are stated at cost of acquisition inclusive of freight, duties & taxes and all attributable expenditure required to bring the assets to the condition required for its intended use and costs incurred up to the date of putting the assets to use.

The gross block of fixed assets acquired prior to 1.04.2004 has been capitalized under different heads and corresponding depreciation accumulated till 31.03.2016. has been credited to separate provision head for different class of assets separately.

## 7) Depreciation

Depreciation is provided on the fixed assets on the basis of written down value method at the rate specified under the income tax act, 1961.

Further, all the assets acquired prior to 1.04.1996 and all the assets costing less than Rs 5000/- have been fully depreciated.

## 8) Inventory

The purchase of stores is charged to expenditure. The closing stock of material lying in the stores as on 31.03.2016 is not material hence the same has not been taken in the closing stock.

9) The Receipt and payment account is prepared as part of the financial statements for the year showing the receipts and payments of during the year.

10) The income and expenditure Account is prepared as part of the financial statements for the year showing the expenses incurred and income earned during the year.

11) The staff benefits like leave encashment, contribution to the employee provident fund, gratuity payments are considered as per government guidelines and procedures. Also no separate provision is made in the accounts of the institute.

12) The outstanding balance of advance to various agencies for the F.Y 2002-03 and 2003-04 for conducting program on behalf of the institute was Rs 0.69 crores as on 31<sup>st</sup> March 2016. No recovery was made in the current financial year 2015-16. The ageing for the same is

From 1983-84 to 1993-94	Rs. 0.33 crores
From 1994-95 to 2003-04	Rs. 0.36 crores
From 2004-05 to 2014-2015	Rs. 8.51 crores
From 2015-16	Rs. 1.58 crores
<b><u>Total out Standing Bal.</u></b>	<b><u>Rs. 10.78 crores</u></b>

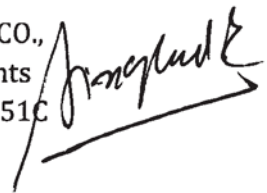
The institute collaborates with other organization including Central/ state Governments, Universities, NGO's police Academies etc and had given advances for the purpose as per calendar of its activity of each year. Effective steps are taken on continuous basis so that the entire outstanding balance could be properly adjusted within a short period.

- 13) There is a bank account (A/c No. 406) with syndicate bank having bank balance amounting Rs. 1,74,883. No movements have been noticed since FY 2006-07. It is advised to the institute to either transfer the balance fund into another active bank or withdraw the amount for the expenditure purpose.
- 14) The comparative figures of the previous year 2014-15 have also been give in the accounts along with the current year's figures for the year 2015-16. The comparative figures have been show in the balance sheet, Income and expenditure Account, Receipts and Payments Account and also in the schedules/ annexure enclosed therewith.
- 15) Schedule No. 1 to 8 are integral part of the Balance Sheet and have been prepared in comparative form.

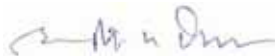
As per our report of even date attached

For National institute of social Defence

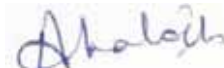
For P.K. SINGHAL & CO.,  
Chartered Accountants  
FIRM Reg. NO. 005051C



Placidus Lakra  
Cashier



S.K. Mishra  
Dy .Director-Admin



Anand Katoch  
Director

Place: New Delhi  
Date: 17<sup>TH</sup> JAN, 2017

**NATIONAL INSTITUTE OF SOCIAL DEFENCE**

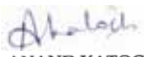
**BALANCE SHEET AS AT 31ST MARCH, 2016**

(Amount in Rs.)

CORPUS/CAPITAL FUND AND LIABILITIES	SCHEDULE	CURRENT YEAR		PREVIOUS YEAR
		RS.	RS.	RS.
CORPUS/CAPITAL FUND	1		63,879,227.00	63,879,227.00
RESERVES AND SURPLUS	2		242,974,609.92	148,481,884.00
<b> earmarked/Endowment Funds :</b>	3			
> One Time Special Grant		-	-	-
> Project Unspent Balance		-	-	-
> Corpus Fund Unspent Balance		-	-	-
SECURED LOANS AND BORROWINGS	4		-	-
UNSECURED LOANS AND BORROWINGS	5		-	-
DEFERRED CREDIT LIABILITIES	6		-	-
<b> CURRENT LIABILITIES AND PROVISIONS</b>				
(A) CURRENT LIABILITY:	7	1,472,848.00		2,255,499.00
(B) PROVISIONS:		-	1,472,848.00	-
<b>TOTAL</b>			<b>308,326,684.92</b>	<b>214,616,610.00</b>

ASSETS		CURRENT YEAR		PREVIOUS YEAR
		RS.	RS.	RS.
<b>FIXED ASSETS</b>	8		10,277,385.01	10,987,166.00
<b> INVESTMENTS-FROM EARMARKED/ENDOWMENT</b>	9		-	-
> F.D.R.(For One Time Special Grant)				
> F.D.R.(With Institutes)				
<b> INVESTMENTS-OTHERS</b>	10		-	-
> F.D.R.(With Institutes)				
<b> CURRENT ASSETS, LOANS, ADVANCES ETC.</b>	11		298,049,299.91	203,629,444.00
<b> MISCELLANEOUS EXPENDITURE</b>				
> (to the extent not written off or adjusted)				
> (items under reconciliation)				
<b>TOTAL</b>			<b>308,326,684.92</b>	<b>214,616,610.00</b>
<b> SIGNIFICANT ACCOUNTING POLICIES</b>	24			
<b> CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS</b>	25			

For and on behalf of NATIONAL INSTITUTE OF SOCIAL DEFENCE

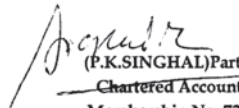
  
ANAND KATOCH (Director, NISD)

  
S.K. MISHRA, (Dy. Director General, Admin., NISD)

  
PLACIDUS LAKRA (Cashier, NISD)

"AS PER OUR SEPARATE REPORT OF EVEN DATE ANNEXED"

FOR P.K.SINGHAL & CO.,  
CHARTERED ACCOUNTANTS

  
(P.K.SINGHAL) Partner  
Chartered Accountant  
Membership No. 73882

DATED : 18TH JAN, 2017  
PLACE: DELHI



**NATIONAL INSTITUTE OF SOCIAL DEFENCE**

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2016**

<u>INCOME</u>	<u>Schedule</u>	Current Year	Previous Year
		RS	RS.
Income from sales/services	12	-	-
Grants/Subsidies	13	183,666,000.00	101,768,000.00
Fees/Subscriptions	14	-	-
Income from Investments (Income on Invest .from earmarked/endow.	15	-	-
Income from Royalty, Publications etc.	16	66,737.00	442,204.00
Interest Earned	17	546,442.41	566,520.00
Other Income	18	-	-
Increase/(decrease) in stock of finished goods and works-in-progress	19	-	-
<b>Total(A)</b>		<b>184,279,179.41</b>	<b>102,776,724.00</b>

<u>EXPENDITURE</u>	<u>Schedule</u>	Current Year	Previous Year
		RS.	RS.
Establishment Expenses	20	18,387,674.00	19,857,812.00
Other Administrative Expenses etc.	21	7,454,131.00	5,366,135.00
Expenditure Against Scheme	22	62,364,646.50	77,980,747.00
Interest	23	-	-
Depreciation(Net Total at the year end-corresponding to Schedule 8)		1,580,002.00	2,455,431.00
<b>TOTAL(B)</b>		<b>89,786,453.50</b>	<b>105,660,125.00</b>
Balance being excess of Income over Expenditure(A-B)		94,492,725.92	(2,883,401.00)
Transfers to Special Reserve(Specify each)		-	-
Transfer to/from General Reserve		-	-
<b>BALANCE BEING DEFICIT CARRIED TO CORPLUS FUND</b>		<b>94,492,725.92</b>	<b>(2,883,401.00)</b>
SIGNIFICANT ACCOUNTING POLICIES	24		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	25		

"AS PER OUR SEPARATE REPORT OF EVEN DATE ANNEXED"

FOR P.K.SINGHAL & CO.,  
CHARTERED ACCOUNTANTS

*Anand Katoch*

ANAND KATOCH (Director, NISD)

*S.K. Mishra*

S.K. MISHRA, (Dy. Director General, Admin., NISD)

*Placidus Lakra*

PLACIDUS LAKRA(Cashier, NISD)

*P.K. Singhal*  
(P.K.SINGHAL)Partner  
Chartered Accountant  
Membership No. 73882

DATED : 18TH JAN, 2017

PLACE: DELHI

**NATIONAL INSTITUTE OF SOCIAL DEFENCE**  
**Ministry of Social Justice & Empowerment**

**RECEIPT & PAYMENT ACCOUNT FOR THE YEAR ENDED 31st MARCH, 2016**

<u>RECEIPTS</u>	<u>CURRENT YEAR</u> <u>RS.</u>	<u>PREVIOUS YEAR</u> <u>RS.</u>	<u>PAYMENTS</u>	<u>CURRENT YEAR</u> <u>RS.</u>	<u>PREVIOUS YEAR</u> <u>RS.</u>
<b><u>To Opening Balance</u></b>					
Cash in hand	2,501.00	4,501.00	<b><u>By Opening Balance</u></b>		1,397,051.00
Syndicate Bank 406	174,883.00	174,883.00	Syndicate Bank 968 (plan)		
Syndicate Bank 2455 (Non plan)	2,814,067.00	-	Syndicate Bank 2455 (plan)		2,607,610.00
Syndicate Bank 968 (plan)	7,907,013.00	-			
			<b><u>Capital Purchases Plan</u></b>		
<b><u>Grants in Aid</u></b>			Purchase of books		9,454.00
from ministry			Purchase of computer	361,153.00	150,524.00
:- Specific Grant in Aid - Plan	164,166,000.00	79,568,000.00	Purchase of furniture	17,700.00	-
:- Specific Grant in Aid-Non-plan	19,500,000.00	22,200,000.00	Purchase of photostat machine		-
			Purchase of office equipments	42,455.00	138,164.00
			Payment of printer	7,000.00	39,449.00
<b><u>Revenue Receipts</u></b>			Purchase of water dispenser		
Sale of forms	-	62,150.00	Payment of web portal		
Interest on Bank/FDR	541,051.41	538,520.00	Payment of web site		
Other Income	66,737.00	5,547.00	Payment of electrical installation		
Expenses No More Occurred	-	370,507.00	Purchase of software	18,000.00	
Other Interest income	1,391.00	-	Purchase of Air Conditioner	400,090.00	
Interest on car advance	4,000.00	-	CCTV Camera	23,823.00	
			<b><u>Advance &amp; Deposits</u></b>		
<b><u>Receipts from Deposits</u></b>			DDO Admin	10,000.00	
FDR (Plan)	-	30,000,000.00	Advance payment to NGOs for training	16,536,107.00	50,881,981.00
			Staff Advance	336,840.00	3,720,192.00
			FDR(Plan)	-	30,000,000.00
<b><u>Refund from Advances</u></b>			Computer Advance		30,000.00
Festival Advance			Festival Advance	90,000.00	52,500.00
LTC Advance Non Plan	53,625.00	160.00	Medical Advance	333,120.00	-
LTC Advance plan		700.00	CPWD	120,000,000.00	-
		70,609.00	LTC Advance plan		220,760.00



Vehicle Hiring Charges	328,747.00	71,800.00
Wages Plan	87,948.00	95,924.00
Office Expense Misc. Plan	162,863.00	36,444.00
Misc. Prog. Expenses	<b>521,927.00</b>	-
Advertisement Expenses		112,992.00
Consultants Fees Plan	1,646,961.00	626,838.00
Helpline Related Expenses	2,771,665.00	513,301.00
Record Maintenance Exp Plan	650.00	2,055.00
Staff welfare plan	16,940.00	-
<b>Salary Expenses</b>		
Ex Gratia Expenses Plan		34,500.00
Leave Salary & Pension Contribution Plan	841,826.00	517,384.00
LTC Exp Plan		17,360.00
Medical Reimbursement Plan	199,077.00	38,012.00
Salary Expenses Plan	1,896,227.00	2,605,550.00
Salary\Arrear\DA Arrear\Bonus Plan	253,015.00	51,534.00
Tuition Fees Plan	16,700.00	67,865.00
Washing Allowances	6,200.00	
<b><u>Revenue Expenditure Non Plan</u></b>		
<b><u>Office and Admin Expenses</u></b>		
Bank Charges	2,358.00	1,752.00
Earned Leave Encashment Non Plan	82,975.00	83,551.00
Honorarium Expenses Non Plan		80,500.00
Record Maintenance Exp Non Plan		640.00
Telephone Charges non Plan	-	-
<b><u>Salary Expenses-Non Plan</u></b>		
Ex Gratia Exp Non Plan	-	<b>16,500.00</b>
Leave Salary & Pension Contribution Non Plan	676,294.00	<b>2,109,838.00</b>
LTC Expenses Non Plan	166,072.00	15,300.00
Medical Reimbursement Non Plan	441,772.00	282,514.00
Salary Expenses Non Plan	11,679,976.00	11,250,614.00
Salary Basic/ Arrears/ Increments/ Bonus Non F	294,198.00	513,273.00

Tuition Fees Non Plan	319,650.00	305,431.00
<u>Closing Balance</u>		
Cash in Hand	2,501.00	2,501.00
Syndicate Bank 406	174,883.00	174,883.00
Syndicate Bank 2455(Non Plan)	86,090.00	2,814,067.00
Syndicate Bank 968(Plan)	876,500.00	7,907,013.00
Syndicate Bank 47988(Non Plan)	8,075,790.30	-
Syndicate Bank 47973(Plan)	13,418,426.61	-
<b>Total</b>	<b>199,791,236.41</b>	<b>135,417,387.00</b>

**Total** 199,791,236.41 135,417,387.00

For and on behalf of National Institute of Social Defence

  
Anand Katoch  
(Director)

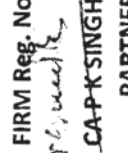
  
S.K. Mishra  
(Dy. Director- Admin)

  
Placidus Lakra  
(Cashier)

Place: New Delhi  
Date: 18/01/2017

Auditors Report

In terms of our separate  
Report of even date annexed

For P K SINGHAL & CO  
Chartered Accountants  
FIRM Reg. No.- 005051c  
  
P.K. SINGHAL  
PARTNER





**NATIONAL INSTITUTE OF SOCIAL DEFENCE**

West Block-1, Wing-7, Ground Floor,

R.K. Puram, New Delhi-110066

Website: [www.nisd.gov.in](http://www.nisd.gov.in)