

ANNUAL REPORT 2011-12



NATIONAL INSTITUTE OF SOCIAL DEFENCE

An Autonomous Organisation Under
The Ministry of Social Justice & Empowerment
Government of India

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1.1 About the Institute

The National Institute of Social Defence (NISD) was set up originally as the 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 15th 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.

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. to review policies and programmes in the field of social defence;
- ii. to anticipate and diagnose social defence problems;

- iii. to develop preventive, rehabilitative and curative policies in the field of social defence;
- iv. to identify and develop the instruments for realizing the objectives of social defence policies;
- v. to review and evaluate the implementation of social defence policies and programmes; and,
- vi. to develop and promote voluntary effort in the areas of social defence.

In order to realize the above objectives, the Institute carries out the following activities:

- i. research on social defence issues;
- ii. compilation and analysis of statistics in the areas of social defence;
- iii. develops, promotes, sponsors and undertakes training/orientation in the field of social defence;
- iv. advises the Central and State Governments/Union Territory Administrations on social defence problems and provides technical inputs for preparation of model rules and regulations in the field of social defence;
- v. provides a forum for exchange of information on social defence amongst State/Union Territories and voluntary organizations and thus serves as a clearing house for information in the field of social defence;
- vi. creates public awareness on social defence problems specially in regard to preventive and rehabilitative role of the community;
- vii. assists the Government of India for exchange of information on social defence with other countries and with

- the United Nations for their specialized agencies;
- viii. organises conferences/seminars/workshops on social defence;
 - ix. liaisons with universities, research institutes and voluntary organizations in the area of social defence; and
 - x. brings out publications in the field of social defence, both popular and professional.

1.4 Areas of Concern

Key areas of focus for the Institute are:

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

1.5 Target Groups

The target groups of the Institute are:

- i. Functionaries of concerned departments of the Central and State Governments
- ii. Service providers/care givers working in the areas of social defence both in Government and Non-Government sectors.
- iii. Academicians and Professionals of Schools of Social Work & concerned Academic Institutions.

1.6 Organizational Set-up

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

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

Each of the above Divisions is headed by a Deputy Director, except Media and Publication which is headed by Technical

Officer (Media). The Organizational Chart of the Institute is placed at **Annexure-I**.

1.6.1. 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 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 of 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.

1.6.2. Committees:

(i) Finance Committee

The Finance Committee functions under Chairmanship of the Director of the Institute. The Committee scrutinizes and recommends proposals for purchase of goods and hiring of services, etc.

(ii) Academic Committee

The Academic Committee is headed by the Director. Other members of the Committee include eminent experts in the field of social defence and concerned Deputy Directors. The Committee provides guidance to the Institute in the matters relating to course curriculum, module preparation etc.,

(iii) Library Committee:

The Library Committee is headed by the Director of the Institute and Deputy Directors, Research Officers, Technical Officer and Junior Account Officer of the Institute as members. The responsibility of the Committee is to look after matters related to the Library of the Institute.

1.7 Collaborating partners

The Institute is engaged in training & research. 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 - Universities and Social work Institutions	State Social Welfare Deptts, Police Training Institutes	NIMHANS Madurai Institute of Social Science, Udaipur School of Social Work Jaiprakash Institute of Social Change Jain Viswa Vidyalaya Deptt. of Social Work Andhra University Deptt. of Social Work, Mysore University	PRIs	UNODC & SAARC
Voluntary Sector					
2.	FINGODAP & Indian Alcohol Policy Alliance, (IAPA)	Nil	Regional Resource Training Centres (RRTCs)	NGOs funded by Ministry of Social Justice and Empowerment	Nil

The region and state-wise number of major schools of social work / Departments in India are at **Annexure XIII**, respectively.

Out of the 193 Schools of Social Work/ Departments, the Institute has collaborated with the following seven institutions:

1. National Institute of Mental Health and Neurological Sciences (NIMHANS), Bangalore
2. Madurai Institute of Social Science, Madurai
3. Udaipur School of Social Work, Udaipur

4. Jaiprakash Institute of Social Change, Kolkata
5. Jain Viswa Vidyalaya, Jaipur
6. Department. of Social Work, Andhra University, Vishakhapatnam
7. Department of Social Work, Mysore University, Mysore

1.8 Construction of the Institute Building at Dwarka

The Institute, since its inception is functioning at West Block 1, Wing-7, R.K. Puram, New Delhi.

The Delhi Development Authority (DDA) allotted 2 acres of land at Sector 10, Dwarka to the Institute for construction of institutional building with hostel facilities. Necessary clearances have been obtained from Delhi Metro Rail Corporation (DMRC) and Airport Authority of India (AAI). Accordingly, the CPWD has submitted the building plan along with the estimated cost

of construction to the DDA for approval. The DDA vide letter no. 32(14)/87/IL/1384 dated 31.12.2012, had granted Extension of Time (EOT) up-to 31.12.2013 for construction of NISD building. However, formal approval from the DDA is in active consideration. The DDA has submitted the NISD building drawing to Delhi Urban Art Commission and Chief Fire Office for necessary clearance.

Highlights of Important Activities Major Events During 2011-12

2.1 Budget Allocation:

The Budget allocation for the year was Rs.5.00 crore (Plan) and Rs. 1.25 crore (Non-Plan) and was released as grant-in-aid to the Institute. During the year, 251 programmes were organised covering a total of 8208 beneficiaries. The Sector-wise performance is given as under:-

2.2. Substance Abuse Prevention

1. 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, 83 training courses covering 2075 beneficiaries were organised. An amount of Rs. 1.85 crore was spent for the purpose. Details of Courses organized by the Institute and Courses organized by the Collaborating agencies with the financial support of National Institute of Social Defence(NISD) are given below:

COURSES ORGANISED BY NISD

S.No	Programme	Course	No. of Beneficiaries	Category of Beneficiaries	Expenditure
1.	3-Month Certificate Course	2	50	Project Directors and Senior Counsellors of IRCAs/Treatment Centres	34 Lakh
2.	3 to 5 Day Specialized Courses on Selected Thematic Issues on Substance Abuse Prevention	1	25	Selected service providers from different regions working in the field of Substance Abuse Prevention	2 lakh
3.	Strategic Consultation	3	75	Stakeholders representing both civil societies and Govt. sectors including concerned State / Central Deptts.	6 lakh
4.	International Training Programme	1	25	Representatives of NGOs from Member countries of SAARC region	4 lakh
	Total	7	175		46 Lakh

COURSE ORGANISED BY COLLABORATING AGENCIES WITH THE SUPPORT OF NISD

S.No	Programme	Course	No. of Beneficiaries	Category of Beneficiaries	Amount of Assistance in Rs.
1.	One Month Course	9	225	Functionaries / Service Providers including Social Workers, Counsellors, Outreach Workers, Nurses, Ward Boys of IRCAs / Treatment Centres.	56.71 lakh
2.	3 to 5 Day Specialized Courses on Selected Thematic Issues on Substance Abuse Prevention	31	775	- do -	57.81 lakh
3.	2-Day Orientation Course Based on Training Needs Assessment (TNA)	36	900	Various youth and women groups, representatives of Panchayati Raj Institutions (PRI), Nehru Yuva Kendra Sangathan, National Service Scheme, Welfare, Health, Enforcement Agencies, Aangan Wadi Workers, Teachers etc.	24.78 lakh
	Total	76	1900		139.3

2.3. Old Age Care

(i) The Institute carries out various training and sensitization programmes for NGOs and Government functionaries. During the year 4969 beneficiaries were trained through 137 programmes with

the support of NGOs working in the field. An Amount of Rs 2.51 crore was spent for the purpose. The details of Eight Courses organized by the Institute itself and One Twenty Seven courses were organized by the Collaborating agencies with the help of National Institute of Social Defence (NISD) are given below:

COURSES ORGANISED BY NISD

S. No.	Programmes	No. of Programme	No. of Beneficiaries	Category of Beneficiaries
Certificate Courses				
1.	One Year P. G. Diploma Course (Announcement & CAT)	1	12	Students with minimum degree qualification based on Common Aptitude Test (CAT)

2.	Six months Certificate Course in integrated Geriatric Care	1	17	Students with 10th pass
3.	One month certificate course on basic issues in Geriatric Care	1	30	Functionaries of NGOs
4.	National workshop on establishing minimum standards of age care institutions	1	30	NGOs collaborations and RRTC's
5.	Five day training on Geriatric Counselling	1	30	NGO functionaries and Old Age Home staff
6.	One Day Sensitization Programme to Bridge Inter Generational Gap	2	60	School /College Teachers/ Counsellors/ Students Welfare Representatives
7.	One Day Sensitization Programme on Health Issue	1	30	Senior Citizen Forums, RWAs and NGO functionaries
	Total	8	209	

COURSES ORGANIZED BY COLLABORATING AGENCIES WITH SUPPORT OF NISD IN FINANCIAL YEAR 2011-12

S. No.	Programmes	No. of Programme	No. of Beneficiaries	Category of Beneficiaries
Certificate Courses				
1.	Six months Certificate Course in Geriatric Care	6	180	Students with 10th pass
2.	Three- month Basic Course for caretakers/ Bed Assistants/ Rural Women/ Manual Scavengers and others	6	180	Students with 7th pass
3.	One month certificate course on basic issues in Geriatric Care	9	300	Functionaries of NGOs
4.	Thematic Skill Development	11	460	Govt and NGOs Functionaries working in the Sector
5.	Strategic Consultation	6	260	-
6.	Community Based Programmes	91	3410	RWA, NGOs Functionaries , Local Leaders etc
	Total	129	4760	

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

To mark the International Day for Older Persons (IDOP), the Ministry of Social Justice and Empowerment, Government of India in collaboration with NISD and Help Age India, New Delhi organized “**Inter-generational Walkathon**” on October 1, 2011, at India Gate Lawns, New Delhi. The Walkathon was flagged off by Shri Mukul Wasnik, Union Minister of Social Justice and Empowerment.

The Institute, in collaboration with the Ministry of Social Justice and Empowerment organised, **Vayosreshtha Samman 2011** at Sri Sathya Sai International Centre, Pragati Vihar, Lodhi Road, New Delhi. On this occasion, Shri Ghulam Nabi Azad, Hon'ble Union Minister of Health & Family Welfare, Shri Mukul Wasnik, Union Minister for Social Justice and Empowerment and Shri D. Napoleon, Minister of State for Social Justice & Empowerment conferred

Vayosreshtha Samman 2012 on four eminent senior citizens and two Institutions in recognition of their contribution towards the care of the elderly. The category of the Samman comprises Best Institution of Services, Best Panchayat, Creative Art, Sports Person, Lifetime Achievement and Economic Leadership Award.

2.4. Other Social Defence Issues

The Social Defence Division organizes Training/Sensitization programmes for the Govt./NGO Functionaries on the issues related to Beggary Prevention and Social Defence in general. During the Year, the division trained 1224 persons through 33 training programmes & strategic consultations. An amount of 88 lakhs was spent for the purpose. Details of Course organized by the Institute and Courses organized by NISD in Collaboration with State department/Social Work Institutions/ other organizations are given below:

COURSES ORGANIZED BY NISD 2011-12

Sl No.	Programme	No. of Courses	No. of Beneficiaries	Category of Beneficiaries	Expenditure Rs. (In Lakhs)
1	One Month Certificate Course on Social Defence	2	58	Govt./NGO/Functionaries/ Social Workers/Lecturers, Readers, working in the area of social defence	20.00
2	3 day Programme on children affected by drug abuse	1	40	Govt/NGOs Functionaries	2.00
3	Sub Group meeting on beggary	3	46	Central and State representatives/individual experts	3.00
	Total	6	144		25.00

COURSES ORGANIZED BY COLLABORATING AGENCIES WITH THE SUPPORT OF NISD 2011-12

SI No.	Name of the Courses	No. of Courses	No. of Beneficiaries	Category of Beneficiaries	Expenditure Rs. In Lakhs
1	Three day State level sensitization programme on Social Defence	4	160	Functionaries of concerned State Govt/ NGO/Panchayat/ Institutions	8.00
2	Three day State level training programme on Social Defence	3	120	Middle Level Police Functionaries of State Police Deptts	6.00
3	Three day State level training programme on Social Defence	2	80	Lecturers/Readers Field Work Supervisors Of Social Work Deptts & Professional Social Workers	4.00
4	Three day State level programme on specialized care for children affected by Drug Abuse and HIV/ AIDS	8	320	Concerned Govt./NGO Functionaries	16.00
5	Three day programme on beggary prevention	1	40	Govt./NGO Functionaries	2.00
6	Five Day Regional Level Training Programme on Counselling skills for Street Educators	9	360	Social Workers and Counselors of NGOs	27.00
	Total	27	1080		63.00

The detail of programmes organized during the year 2011-12 is at **Annexure- IX**.

During the financial year, Dr. R. Giriraj, Deputy Director (SD) was selected as Member Secretary to Sub-Group on beggary as part of Working Group on Social Welfare under the Chairmanship of Smt. Sangita Gairola, IAS, Addl. Secretary, Ministry of Social Justice and Empowerment for the formulation of XII Five Year Plan 2012-17. SD

Division organized 3 Sub Group meetings on beggary under the chairmanship of Dr. Zubair Meenai, HOD, Social Work Dept., Jamia Millia Islamia University on different dates such as 30.05.2011, 24.06.2011 and 14.07.2011 respectively in Vigyan Bhawan. Based on the deliberations held at different meetings and field work, the detail report was prepared and submitted to the Ministry with total budget of Rs. 914 Crores.

3.1 Organization and Management

To facilitate smooth functioning and create a congenial work environment of the Institute, there is 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**. As per Memorandum of Association of the Institute, the GC is supposed to meet at least once in a year. During the year General Council met on 2nd August, 2011

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. EC is headed by the Joint Secretary (Social Defence), Ministry of Social Justice and Empowerment, Govt. 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**. As per Memorandum of Association of the Institute, the EC is

supposed to meet at least once in every quarter, but during the year 2011-12, the EC met six times, 20th May, 2011, 19th June, 2011, 26th July, 2011, 19th August, 2011, 9th December, 2011 & 19th March, 2012.

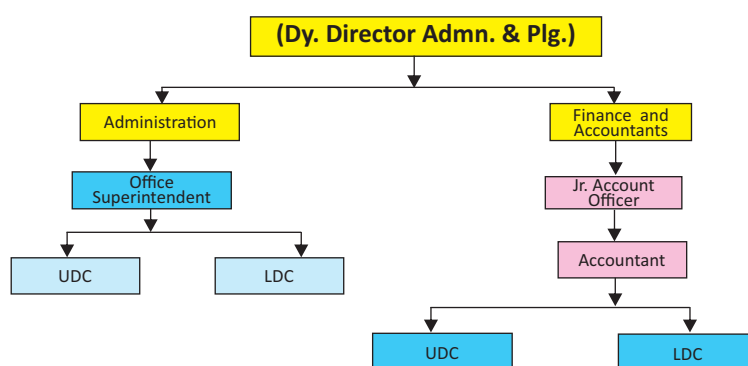
The Institute carries out a number of training programmes and research activities. To ensure expert and professional guidance in carrying out such activities, the Institute has an **Academic Committee (AC)**, headed by the Director. Eminent experts in the field of social defence and concerned Deputy Directors of the Institute are its members.

The Institute also has a **Finance Committee (FC)**, under the Chairmanship of the Director, with Deputy Directors/ representatives of Programme Divisions and Accountant of the Institute as members. The FC scrutinizes & recommends proposals for purchase of goods and hiring of services.

The **Library Committee (LC)** is headed by the Director, with Heads of Divisions and Library Assistant as members. The Committee periodically reviews the activities of the Library and authorizes purchases of books from time to time.

3.2 Structure of the Division

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



3.3 Human Resource Management

During the year, no recruitment has taken place.

3.4 Reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes

The Institute has been following the instructions of the Government of India in ensuring mandatory reservation for Scheduled Castes, Scheduled Tribes and Other Backward Classes. The strength of the employees in these categories in various grades is as under:

S. No	Group	Total sanctioned Strength as on 31.03.12 Category	No. of SC Category	No. of OBC Category	No. of ST Category	No of PWDs	No. of Minorities
1.	Group 'A'	13	1	1	1	-	1
2.	Group 'B'	21	2				-
3.	Group 'C'	16	2	1	2	-	1
4.	Group 'D'	8	5	1	-	-	-
	Total	58	10	3	3	-	2

The names and designation of present incumbents in respect of Group A & B Officers of the Institute are at **Annexure IV**

3.5 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 1st to 15th September 2011, a number of events were organized including competition in Hindi typing, noting and drafting, Kavita, Path 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.

3.6 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 and the Director is the Appellate Authority.

During the year 2011-12, 10 applications were received. All applications were disposed off within the specified time limit.

3.7 Funds

The Institute is primarily supported through Grant-in-aid (GIA) released by the

Ministry of Social Justice and Empowerment. During the year 2011-12, the Institute received GIA of Rs. 5.00 crore under Plan. Besides, there was carried over balance of Rs 4.48 crore of previous year's grant, Rs 0.21 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 9.69 crore was available for utilization, out of which an expenditure of Rs 6.66 crore was made and therefore, Rs 3.03 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 Rs. 1.25 crore was received. Besides there was carried over balance of Rs.1 lakh of previous year's grant and as such, an amount of Rs 1.26 crore was available for utilization. However, an amount of Rs 1.12 crore was utilized thereby leaving unutilized balance of Rs. 14 lakhs. Details of receipt and expenditure incurred during the year are given below: (Rs. in crore)

Sl. No	Head	Amount	Sl. No	Head	Amount
1	PLAN		1		
	Receipts			Expenditure	
	Opening balance	4.48		i) Salary and wages	0.47
	GIA received during the year 2011-12	5.00		ii) Travelling allowances	0.04
	Refund of unspent balance of earlier advance	0.21		iii) Publication	0.02
	Sub-total	9.69		iv) Office expenses	0.31
	NON PLAN			v) Programmes	5.82
				Sub-total	6.66
2	Opening balance	0.01	2		
	GIA received during the year 2011-12	1.25		i) Salary of staff	1.12
	Sub-total	1.26			
	Grand total	10.95		Sub-total	1.12
				Grand total	7.78
	Closing balance				3.17

3.8 Accounts and Audit

As this was the Ninth year for the Institute to receive GIA from the Ministry after its conversion as an autonomous body, 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 M/s Arun Singh & Co., Chartered Accountants, Lajpat Nagar, New Delhi for the year 2011-12. A copy of the Audit Certificate and the Audited Annual Accounts of the Institute are placed at **Annexure XIV**.

3.9 Settlement of Outstanding Accounts

In the Audit report by the Office of the C & AG, taking 1.4.2002 to 31.03.2004, as base, the outstanding advances to the tune of Rs. 34 lakhs were pending for settlement as on 31.03.2004. Out of advances of Rs 22.85 crore released to collaborating partners from 2004-05 to 2011-12, accounts worth Rs 5.04 crore remained to be settled as on 31.03.2012. The table given below shows the status of advances given and accounts pending for settlement till date.

(Rs. in crore)

Year	Amount of advances released	Outstanding advances pending for settlement
2002-2004	3.65	0.71
2004-05	1.55	0.23
2005-06	2.20	0.35
2006-07	2.09	0.42
2007-08	2.25	0.64
2008-09	2.36	0.57
2009-10	3.26	0.81
2010-11	1.84	0.65
2011-12	3.65	0.66
Total	22.85	5.04

4.1 Background

Substance abuse has emerged as serious concern, adversely affecting the physical and socio-economic well being of the country. The stress and strain of the modern day life has rendered the individual more vulnerable to the problem of substance abuse. Addiction to substance not only affects the individual involved but also the family and society at large.

In a national survey conducted in 2001-2002 by the United Nations Office on Substance and Crime (UNODC) and the Ministry of Social Justice and Empowerment, it was estimated that about 73.2 million persons were users of alcohol and substances. Of these 8.7, 2.0 and 62.5 million were users of Cannabis, Opiates and Alcohol respectively. About 26%, 22% and 17% of the users of three types respectively were found to be dependent on/addicted to them. As the sample size was small (40,697 male only) looking to the country's population, the estimate can at best be taken as indicative only. The survey also indicated that other substance such as sedatives/ hypnotics, volatile substances, hallucinogens, stimulants and pharmaceutical preparations were also abused.

Several other studies also indicated that the changing prevalence and incidence of substance abuse shows the increasing use of substance among women and children, and, also the increase of pharmaceutical substance abuse and inhalant use specially with the street children are now of serious concern.

Section 71 of the Narcotic Drugs & Psychotropic Substance Act, 1985, empowers the Government for establishment of identification, treatment and rehabilitation

centres for drug addiction. The Ministry of Social Justice & Empowerment as the nodal agency has been supporting Integrated Rehabilitation Centre for Addicts (IRCA) under the scheme of Prevention of Alcoholism and Substance (Drug) Abuse being run by voluntary organizations. During 2011-12, 221 NGOs are supported for running 262 Treatment Centres under the scheme.

The Ministry of Health and Family Welfare has established the National Drug Dependence Treatment Centre (NDDTC) at All India Institute of Medical Sciences (AIIMS), New Delhi; National Institute of Mental Health and Neurological Sciences (NIMHANS), Bangalore; RIMS; Manipur; KEM Hospital, Mumbai. The Ministry supports 122 De-addiction centres in Government Hospitals spread over the country.

While a considerable number of efforts are being made through various interventions for various target groups, there is a need for human resource enhancement and professional training for effective service delivery in the changing scenario of substance abuse. Thus, substance abuse prevention is one of the core concerns of the Institute.

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 Substance 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 brings 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 substance 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/Care Takers. 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 including HIV/AIDS.

4.4 Activities

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

- i. Capacity building of various levels of functionaries working in the field of substance demand reduction;
- ii. Updation of information and establishment of appropriate database and monitoring systems;
- iii. Development of linkages, facilitating advocacy, and promoting networking arrangements in the field of substance demand reduction at local, regional, national and international levels; and
- iv. Developing programmes for preventive education to control the incidence and spread evil effects of substance and alcohol abuse.

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 Centers. The training course includes two months of classroom training and one month of field placement in selected treatment centers. 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 two to five days programmes are undertaken:

- ◆ **Substance Addiction Identification, Initial Motivation and Early Intervention:** to orient service providers on symptomatic behavior, early identification and early warning signs so as to equip them with requisite techniques for early intervention.
- ◆ **Counselling for Addiction – Individual Family and Group:** to train counselors 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 Behavioral Change Communication (BCC).
- ◆ **Research, Rapid Assessment & Monitoring of Substance Abuse:** on the relevance, scope and contents of research, rapid assessment and monitoring of substances of abuse to obtain evidence for planning strategic interventions.
- ◆ **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.
- ◆ **Prevention and Management of Substance Abuse and HIV/AIDS:** to orient and expose the service providers to the area of HIV/AIDS prevention among substance users.
- ◆ **Alcohol and Substance Abuse Prevention at Workplace:** to sensitize Labour Welfare Officers of corporate houses and Project Officers/ Senior Counsellors of Treatment cum Rehabilitation Centres working with the organizations/ enterprises/industries.
- ◆ **A Learning Pack for Youth Coordinators:** designed for youth coordinators of National Service Scheme (NSS), Nehru Yuva Kendra (NYK) on substance and alcohol abuse prevention.
- ◆ **Treatment and Rehabilitation of Substance Addicts in Prisons/ Correctional Settings:** to sensitize and empower middle level functionaries working in prisons/correctional setting

on substance and alcohol abuse prevention issues.

- ◆ **Documentation for Addiction Management-Assessment, Client Profiling, Recording and Documentation:** to ensure proper recording and documentation of programme activities.
- ◆ **Management Development Programme (MDP):** to provide basic skills and understanding of the programme activities being carried out by Treatment – cum – Rehabilitation Centres.
- ◆ **Orientation Course based on TNA (Training Needs Assessment):** on the selected thematic issues relating to treatment based on needs assessment in operational areas of RRTCs.

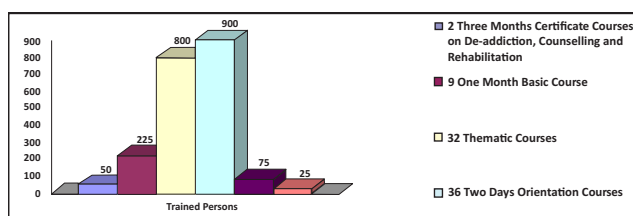
(iv) Strategic Consultations

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 also held Annual Consultative Meet with the 10 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:

83 training courses/ sensitization programmes/ consultations covering 2075 persons were organised during the year.



The detailed list of training programmes organized during the year is at **Annexure – V.**

4.7 Drug Abuse Monitoring System (DAMS):

Drug Abuse Monitoring System (DAMS) is an online data base, wherein data on the types of substances, method of consumption, clinical and general profile of treatment seekers at de-addiction centres is collected on a quarterly basis for understanding the trends of the substance abuse in the country. This system is to further strengthen the existing interventions and would be useful for the developing appropriate preventive strategies in changing substance consumption behaviors.

During the year, however, due to inadequate response from the participating treatment centres, proper data on extent, trends, pattern of substance abuse amongst treatment seekers could not be collated.

4.8 Outreach/ Promotional Activities through the Regional Resource and Training Centres (RRTCs)

Ten NGOs designated as RRTCs were supported to provide training to service providers of Treatment and Counselling Centres for enhancing their capacity, at the regional levels. This is considered desirable and pragmatic in view of the size of the country and regional variations necessitating specific strategies.

- ◆ Besides, RRTCs also provide the following services to the NGOs working in the field of Substance Abuse Prevention:
- ◆ Documentation of all activities of the NGOs including preparation of Information Education Communication (IEC) Material.
- ◆ Undertaking advocacy, research and monitoring of substance abuse programme
- ◆ Technical support to the NGOs, Community Based Organisation and Enterprises

- ◆ The following table shows region-wise RRTCs along with States covered by them and number of de-addiction centres under their jurisdiction.

S. No.	Region	Name of RRTC	States/ UTs/ Area covered	No of De-Addiction Centers
1.	North Zone	Society for Promotion of Youth & Masses (SPYM), New Delhi	Delhi, Haryana, Uttar Pradesh, Uttarakhand, and Punjab	87
2.	North Zone II	Gunjan ogansiation for Community Development	H.P., and J &K	4
3.	East Zone-II	Calcutta Samaritans, Kolkata	Bihar Jharkhand Sikkim, Darjeeling	15
4.	West Zone I	Muktangan Mitra Maharashtra	Chhattisgarh Goa Gujarat Madhya Pradesh (excluding Gwalior) Maharashtra Dadra & Nagar Haveli Daman & Diu	64
5.	West Zone II	Opium De-addiction Treatment & Research Trust, Jodhpur	Rajasthan, Gujarat	20
6.	South Zone I	TTK Ranganathan Clinical Research Foundation, Tamil Nadu	Andhra Pradesh Tamil Nadu Lakshadweep Puducherry	43
7.	South Zone II	Changnacherry Social Service Society	Karnataka Kerala	42
8.	North East Zone-I	Galaxy Club, Manipur	Assam Manipur	27
9.	North East Zone-II	Kripa Foundation, Nagaland	Arunachal Pradesh Meghalaya Nagaland	10
10.	North East Zone-III	Mizoram Social Defence & Rehabilitation Board (MSDRB), Mizoram	Mizoram North Tripura	10
TOTAL				347

The detail of the RRTCs, along with contact persons is at **Annexure VI**.

4.8.1 Activities carried out by RRTCs during the year:

(i) **Society for Promotion of Youth and Masses, RRTC North Zone** – 1 conducted the following activities during the year with the financial support of the Institute:

- ◆ The centre covers 6 states with 65 De-addiction Centres under its region
- ◆ 2 one month certificate courses on basic issues on Substance Abuse Prevention, 5-Day training courses on selected thematic issues, one training course for nurses and ward boys and 2-Day sensitization programmes based on TNA (Training Needs Assessment),

In addition, Society for Promotion of Youth and Masses, RRTC North Zone also conducted the following important activities during the year;

- ◆ 60 field visits were made to the Treatment Centres.
- ◆ 14 training and capacity building programmes conducted for 445 beneficiaries.
- ◆ 5 sensitization programmes were conducted for different target groups covering 175 participants.
- ◆ IEC material prepared to educate the children, youth and parents about the evil effects of Substance abuse.

(ii) Calcutta Samritians, RRTC East Zone-II - conducted the following activities during the year with the financial support of the Institute:

- ◆ The centre covers 4 states with 15 De-addiction Centres under its region
- ◆ One 1- month certificate course on basic issues on Substance Abuse Prevention, three 5-Day training courses on selected thematic issues, one training course for nurses and ward boys and 2-Day sensitization programmes based on TNA.

In addition, Calcutta Samritians, RRTC East Zone-II also conducted the following important activities during the year:

- ◆ Visited all the treatment centres under its jurisdiction. Some centres were visited twice or thrice depending as per need. The Training Needs Assessment (TNA) of the treatment centres was conducted during the visits.
- ◆ 13 Training Programmes conducted wherein 232 beneficiaries participated.
- ◆ Networked with AIIMS, NACO, NCB, UNAIDS, MSJ&E, Jharkhand Government, Positive Women Network.
- ◆ Developed various IEC materials, pamphlets, leaflets on substance abuse prevention.

(iii) Muktangana Mitra, RRTC West Zone I - conducted the following activities during the year with the financial support of the Institute:

- ◆ The centre covers 7 states with 64 De-addiction Centres under its region
- ◆ One month certificate course on basic issues on Substance Abuse Prevention, three 5-Day training course on selected thematic issue, one training course for nurses and ward boys and four 2-Day sensitization programmes based on TNA and 2-day sensitization programmes based on TNA, and 1-day sensitization programmes for Jail officers.

In addition, Muktangana Mitra, RRTC West Zone also conducted the following important activities during the year:

- ◆ 43 visits for Training Needs Assessment (TNA) were made to various Treatment Centers.
- ◆ 22 Advocacy, Awareness, Prevention and Training programmes were conducted.
- ◆ 11 Training Programmes for NGOs conducted with the support of NISD.
- ◆ Training Programmes conducted in association with Maharashtra State Police Deptt. on substance abuse prevention.
- ◆ Conducted programmes on Alcohol Abuse Prevention & Awareness for CRPF.
- ◆ Workshops conducted on Harm Reduction for Peer Educators/ Outreach Workers.
- ◆ Work Place Prevention Programmes conducted for the corporate sector and sessions undertaken for employees, families and identified substance users.

(iv) T. T. Ranganathan Clinical Research Foundation, RRTC, South Zone I - conducted the following activities during the year with the financial support of the Institute:

- ◆ The centre covers 2 and 2 UTs states with 43 De-addiction Centres under its region
- ◆ One month certificate course on basic issues on Substance Abuse Prevention, 5-Day training courses on selected thematic issues, one training course for nurses and ward boys and 2-Day sensitization programmes based on TNA.

In addition, T. T. Ranganathan Clinical Research Foundation, RRTC, South Zone also conducted the following important activities during the year:

- ◆ Visited 43 treatment centres
- ◆ 12 onsite training programmes were conducted and topics covered were Alcoholics Anonymous (AA) programme, group therapy and structuring the treatment programme.
- ◆ 11 training programmes for NGOs working in the area conducted which benefited 247 participants.
- ◆ Awareness programmes conducted for different target groups such as school and college teachers and students, sex workers, Counsellors and Industrial workers (16 programmes with 589 participants).
- ◆ 60 training programmes conducted for different target groups such as school teachers and students.
- ◆ Several programmes were organised for Women Self Help Groups through the NGO 'Arunodhaya'.

(v) Galaxy Club, RRTC North East Zone – I - conducted the following activities during the year with the financial support of the Institute:

- ◆ The centre covers 2 states with 27 De-addiction Centres under its region
- ◆ One month certificate course on basic issues on Substance Abuse Prevention, 5-Day training courses on selected thematic issues, one training course for nurses and ward boys and 2-Day

sensitization programmes based on TNA.

In addition, Galaxy Club, RRTC North East Zone – I also conducted the following important activities during the year:

- ◆ 42 field visits to treatment centres were made. Some centres were visited twice or thrice depending as per need.
- ◆ 10 training and capacity building Programmes were conducted.
- ◆ 26 Awareness /advocacy programmes were conducted for different target groups in the states.
- ◆ IEC materials were prepared to educate the children, youth and parents about the ill effects of substance abuse and were distributed.

(vi) Kripa Foundation, RRTC North East Zone- II - conducted the following activities during the year with the financial support of the Institute:

- ◆ The centre covers 2 states with 10 De-addiction Centres under its region
- ◆ One month certificate course on basic issues on Substance Abuse Prevention, 5-Day training courses on selected thematic issues, one training course for nurses and ward boys and 2-Day sensitization programmes based on TNA.

Sensitisation programmes on Substance Abuse Prevention with community leaders, student leaders, church leaders, youth leaders, Government officials, media persons and police personal were conducted.

In addition, Kripa Foundation, RRTC North East Zone- II also conducted the following important activities during the year:

- ◆ The centre covers 3 states with 10 De-addiction Centres under its region
- ◆ One month certificate courses on basic issues on Substance Abuse Prevention, 5-Day training course on selected

thematic issues, one training course for nurses and ward boys and 2-Day sensitization programmes based on TNA.

- ◆ 16 visits to treatment centres were made. Some centres were visited twice or thrice depending as per need. The Training Needs Assessment (TNA) of the treatment centres were conducted during the visits.
- ◆ 11 training programmes conducted wherein 359 beneficiaries participated.

(vii) Mizoram Social Defence and Rehabilitation Board Mizoram, RRTC North East Zone - III - conducted the following activities during the year with the financial support of the Institute:

- ◆ The centre covers 2 states with 10 De-addiction Centres under its region.
- ◆ One month certificate course on basic issues on Drug Abuse Prevention, 5-Day training courses on selected thematic issues, one training course for nurses and ward boys and 2-Day sensitization programmes based on TNA,

In addition, Mizoram Social Defence and Rehabilitation Board Mizoram, RRTC North East Zone - III also conducted the following important activities during the year:

- ◆ 35 field visits were made to Treatment Centres and the NGOs implementing Targeted Intervention under the State AIDS Control Society for capacity building. Follow up visits were also conducted.
- ◆ Survey was conducted to assess the extent of the problem of substance abuse and Alcoholism in Mizoram.
- ◆ Training programmes conducted for NGOs working in the field of Substance Addiction and Alcoholism to ensure good quality services.
- ◆ Awareness /advocacy programmes were conducted for different target groups in the states.

- ◆ A two wheeler rally was organized in collaboration with Mizoram State AIDS Control Society (MSACS), Excise and Aizawl Thunder (Bullet Bikers' Club) from Kulikawn to Bawngkawn, in Mizoram to spread the message of International Substance Day's theme. Dr. Lalzama, Hon'ble Minister, Excise Department, Govt. of Mizoram flagged off the rally.
- ◆ Video films were used to educate the children, youth and parents about the evil effects of substance abuse. Posters, Pamphlets and booklets were distributed among the general public as part of preventive measures.

(viii) Changanacherry RRTC South Zone-II – conducted the following activities during the year with the financial support of the Institute:

- ◆ The centre cover 2 states with 42 De-addiction Centres under its region.
- ◆ 5 day training courses on selected thematic issues, one training course for nurses and ward boys and 2-day sensitization programmes based on TNA.
- ◆ 26 field visits Treatment Centres and the NGOs implementing Targeted Intervention under the State AIDS Control Society for capacity building. Follow up visits were also conducted.
- ◆ 7 Awareness/advocacy programmes were conducted for different target groups in the states.

(ix) Gunjan Organisation for Community Development, Dharamshala, Himachal Pradesh, RRTC North-II conducted the following activities during the year:

- ◆ The organisation cover 2 states with 4 De-addiction Centres under its region.
- ◆ Two 5-day training courses on selected thematic issues, One training course for nurses and ward boys and Two 2-day sensitization programmes based on TNA.

- ◆ 6 field visits Treatment Centres and the NGOs implementing Targeted Intervention under the State AIDs Control Society for capacity building. Follow up visits were also conducted.
- ◆ 2 Awareness/advocacy programmes were conducted for different target groups in the states.

(x) Opium Deaddiction and Research Centre, Jodhpur, Rajasthan West Zone II conducted the following activities during the year:

- ◆ The organisation cover 2 states with 20 De-addiction Centres under its region.
- ◆ Two 5-day training courses on selected thematic issues, One training course for nurses and ward boys and Two 2-day sensitization programmes based on TNA.
- ◆ 12 field visits Treatment Centres and the NGOs implementing Targeted Intervention under the State AIDs Control Society for capacity building. Follow up visits were also conducted.

4.9 Other Important Events

Observance of “The International Day Against Substance Abuse and Illicit Trafficking”.

The Ministry of Social Justice and Empowerment observed the International Day Against Substance Abuse & Illicit Trafficking on 26th June 2011 by organising a programme at Mavlankar Auditorium, New Delhi to sensitize the society particularly the youth on the growing menace of the Substance Abuse.

Shri Kapil Sibal, Minister for Human Resource Development was the Chief Guest for the programme and presided by Shri Mukul Wasnik, Union Minister of Social Justice and Empowerment. On the occasion, a cultural programme (Stage performance) show was performed by the children from National Bal Bhawan, New Delhi and a Poster on the issues concerned, was released by Shri, Mukul Wasnik, Union Minister of Social Justice and Empowerment.



Shri Kapil Sibal Hon'ble Minister Human Resource Development and Shri Mukul Wasnik, Hon'ble Minister, SJ&E releases a poster and training manual on the occasion of International Day Against Drug Abuse Prevention and Illicit Trafficking on 26th June, 2011.



Cultural Programme staged by Local Artists at Mavlankar Auditorium on 26th June, 2011.

4.9.1 National Conference on Drug Abuse Prevention:

A National Conference of NGOs working in Drug Prevention Sector supported financially by the Ministry was held from 28th – 30th October, 2011 at Punjab University, Chandigarh in collaboration with FINGO DAP, Federation of Indian NGOs on

Drug Abuse Prevention (FINGO DAP), New Delhi. Around 500 delegates/representatives from NGOs, UN agencies and government departments have participated. Shri Pawan Bansal, Union Minister for Parliamentary Affairs was the Chief Guest for the programme and presided by Shri Mukul Wasnik, Union Minister for Social Justice & Empowerment.



Sh Pawan Bansal, Hon'ble Minister for Parliamentary Affairs and Shri Mukul Wasnik, Hon'ble Minister SJ&E, at the National Conference of NGOs at Punjab University.

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 2001 census, total population of Senior Citizens (60+) was 7.7 crore, of which population of males and females was 3.8 crore and 3.9 crore respectively. Senior Citizens constituted 7.5% of the total population Himachal Pradesh, Punjab, Uttarakhand, Haryana, Orissa, Maharashtra, Andhra Pradesh, Karnataka, Goa, Kerala, Tamil Nadu, and Puducherry have more than the national average (7.5%) of senior citizens population.

POPULATION (2001)

	Persons	Male	Female
All India	102.9	53.2	49.7
Senior Citizens(60+)	7.7	3.8	3.9
As % of Total	7.5	7.1	7.8

Sources: Census, 2001

The projected population aged 60+ and their percentage share in the total projected population of country, for the year 2006 to 2026 (as on 1st March) as per the May 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:

population was aged 60 years and above, the figure is projected to go up to 12.4% in 2026

General improvement in the health care facilities over the years is one of the main reasons for continuing increase in protection population of senior citizens. Ensuring that they not merely live longer,

Year	Senior Citizens	
	Projected population (crore)	As % of total population
2006	8.36	7.5
2011	9.84	8.3
2016	11.81	9.3
2021	14.32	10.7
2026	17.32	12.4

Continuous increase in life expectancy means that more people are now living longer. While in 1996, about 6.6%of the total

but lead a secure, dignified and productive life is a major challenge.

The Institute has the key responsibility to evolve appropriate strategy for strengthening the traditional care systems, which has come under strain due to imperatives of the modern world. Capacity building of the institutions by training their personnel to raise standard of services in old age homes and day care centres is another area of concern. The Institute is also engaged in evolving multi-pronged framework to augment services required by the elderly population to ensure an active, productive and dignified ageing. To address various issues involved in building society for all ages, National Initiative on Care for Elderly (NICE) was launched by the Institute in pursuance of the National Policy of Older Persons (NPOP), 1999.

The Government of India is fully committed to create a supportive environment towards the well – being of elderly and is playing a vital role in formulating and implementing policies in order to create an enabling environment for the older persons to lead an active and productive life. The Ministry of Social Justice & Empowerment as the Nodal Agency provides basic policy guidance, the roadmap for implementation of the same and also coordination with stakeholders viz. concerned Central Ministries, State Governments, NGOs, Civil Society, etc. The Ministry also implements the Scheme of Integrated Programme for Older Persons (IPOP) under which financial assistance is provided to eligible voluntary organizations for running and maintenance of old age homes, day care centres, mobile medicare units, etc. During 2011-12, the Ministry supported 400 NGOs for various programmes under the Scheme.

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 Care Givers (Geriatric Animators) 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 ;
- ◆ provide a comprehensive and scientific knowledge based on various aspects relating to geriatric care ;
- ◆ develop appropriate skills for working with older persons ; and
- ◆ orient the students on techniques/ interventions for managing the care of the elderly with focus on programme development and management.

5.3 Target Group

The Target groups are senior citizens and functionaries of NGOs/Government, 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 for youth,
- ◆ Sensitization programmes for school teachers/students, and
- ◆ 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. Details of the course viz. eligibility /qualification of candidates, course structure, admission procedure, etc. is at **Annexure X**. No course fee is charged from the students.

The Institute does not make any arrangement for placement of passed out students. The course is presently conducted only in New Delhi by NISD. During the year, 12 students successfully passed out from the course.

(ii) Six – Months Certificate Course in Geriatric Care:

The objective of the course is to build a skilled cadre of Geriatric Animators/ Care givers. The details of the course viz. eligibility /qualification of candidates,

course structure, admission procedure etc. is at **Annexure XI**. The course module has theory, practical session and project work. The course is presently being organised at NISD, New Delhi and the following 6 Regional Centres:

1. Calcutta Metropolitan Institute of Gerontology, Kolkata,
2. Central for Action Research and Training, Bhubaneswar,
3. Abhoy Mission, Tripura,
4. PSGR Krishnamal College, Coimbatore,
5. Nightingale's Medical Trust, Bangalore, and
6. Alzheimers and Related Disorders Society of India, Cochin.
7. During each course, each centre selects 30 students. No fee is charged from the students. During the year, 197 students passed out from these courses.

(iii) One Month Certificate Course on Basic Issues in Geriatric Care for Functionaries of NGO:

The main objective of the course is to build comprehensive knowledge base on basic issues in geriatric care, facilitate delivery of quality services in the old age homes, enhance skills and expertise in geriatric counselling, provide tools for efficient management of homes, etc.



Trainees of One Month Certificate Course on Basic Issues in Geriatric Care



iv Twenty Days Community Training in Computers for Elderly:

The main purpose of the course is to impart basic and practical knowledge



of computers to the older persons viz. features of computer operation, using internet, sending e-mails, booking tickets, downloading the relevant information, etc.



(v) Short Term Courses -Thematic Skill Building Programmes / Sensitization Programmes

To enhance the skill of the elderly and the functionaries of the service providing agencies, the Institute undertakes a number of skill based thematic programmes, which are as follows:

(a) Orientation Programme on Management of Dementia: The objective 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.

(b) Basic Care of Elderly/Issues Related to Elderly : The objective is to orient service providers on basic care of elderly /issues related to elderly; provide them practical training on dealing with bedridden elderly / care giving; understand the special psychosomatic needs of older persons and apply this understanding for their care. The target group included NGO functionaries and care givers.

(c) Five Days Training Programme on Capacity Building for Key Functionaries in Geriatric Counselling: The objective is

to develop and enhance the basic skills in geriatric counselling of the key functionaries of different NGOs in Northern Region, enable the participants to understand the various psychological factors related to ageing to orient the participants with various approaches in counselling for the care of older persons to give practical exposure of specialized intervention strategies while caring for the aged.



Participants of Five Days Training Programme on Basic Issues related to Elderly during practical demonstration on nursing

(d) Five-Days Training on Productive Ageing among 60+ Elderly Women: The objective of the programme is to sensitize on self esteem healthy ageing coping with physiological changes; orient on empowering rural elderly women on active and productive ageing through set guidelines.

(e) One Day Sensitization Programme for School Teachers/ Counsellors, Parents, Students and Senior Citizens to Bridge the Intergenerational Gap:

The objective of the programme is 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.



(f) One Day Sensitization Programme for Panchayati Raj Institutions on Empowerment of Elderly: The Institute in collaboration with collaborating Agencies organized One Day Sensitization Programme for Panchayati Raj Institutions on

Empowerment of Elderly. The objectives are to sensitize the Panchayati Raj Institutions on active, productive and healthy ageing; to make them aware about the Maintenance and Welfare of Parents and Senior Citizens Act, 2007.



(vi) Strategic Consultations

The Institute organizes strategic consultative meets/workshops in order to obtain the views of experts in the field, NGOs, senior officials and others on various

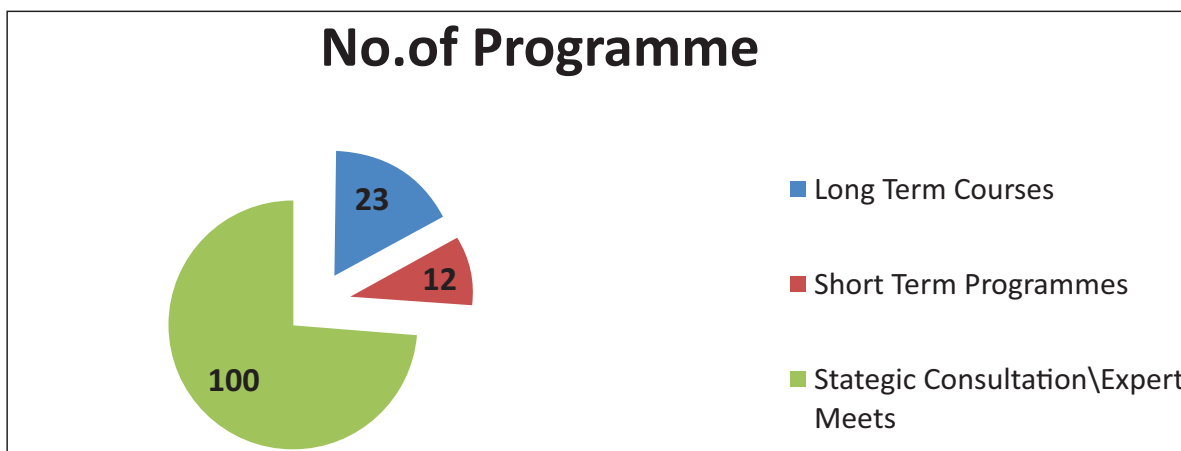
emerging issues of concern to facilitate effective programme implementation.

The list of collaborating Agencies of Old Age Care Division is at **Annexure – XII**.

5.6 Programmes conducted during the year:

The Institute organized 135 Training Courses/Sensitization Programmes covering 4909 persons. The programmes organized with number of functionaries/ persons covered are under:

S. No	Programme	No. of Programme	No. of Persons
1	Long Term Courses	23	659
2	Short Term Programmes	12	490
3	Stategic Consultation \ Expert Meets	100	3760
	Total	135	4909



A detailed list of training and other programmes organized during 2011-12 at **Annexure – VII**.

5.7 Other Important Events:

(i) Celebration of International Day of Older Persons (IDOP)

The Institute, in collaboration with the Ministry of Social Justice and Empowerment organised, Vayosreshtha Samman 2011 at Sri Sathya Sai International Centre, Pragati Vihar, Lodhi Road, New Delhi. On this

occasion, Shri. Ghulam Nabi Azad, Hon'ble Union Minister of Health & Family Welfare, Shri Mukul Wasnik, Union Minister for Social Justice and Empowerment and Shri D. Napoleon, Minister of State for Social Justice & Empowerment conferred Vayosreshtha Samman 2012 on four eminent senior citizens and two Institutions in recognition of their contribution towards the care of the elderly. The category of the Samman comprises Best Institution of Services, Best Panchayat, Creative Art, Sports Person, Lifetime Achievement and Economic Leadership Award. (**Annexure – VIII**)



(ii) **Towards Holistic Health Care Improving the quality of life of Senior Citizens in collaboration with Anugraha, Delhi organized one Day Multi Event Activity Event on the theme based “QUALITY OF LIFE OF SENIOR CITIZENS”** on the occasion of Celebration of the International Day of Older Persons on September 30th 2011. The event included theme based on Exhibition on problems related to elderly and available facilities, cultural programmes highlighting the active, graceful and healthy ageing

was performed by renowned senior artists.

(iii) **National Council of Older Persons (NCOP)** : Meeting of National Council of Older Persons (NCOP) was held at Vigyan Bhawan on November 2, 2011 under the Chairmanship of Shri Mukul Wasnik, Hon'ble Union Minister, Social Justice & Empowerment. The main objective of the meeting was to assess the situation of elderly all over the country and work undertaken for their welfare by the respective States.



6.1 Background:

Social Defence as understood in common parlance pertains to certain marginalized population groups 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 Child Abuse, beggary, 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 serious problem in India which needs to be addressed on priority. Laws against vagrancy and beggary are a means of control over such persons, who constitute a source of potential threat and annoyance to society. However the problem is more of a social issue & 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.

The Division also looks after the matters related to protection of children such as issues relating to children affected by drug abuse and HIV/AIDS, counseling skills for the street educators. The Division also trains the Government/NGOs/Panchayat/Police functionaries and Social Work professionals on Social Defence issues through its comprehensive National level one month programmes and 3 day short term state level programmes.

6.2 Aims and Objectives

The basic aim of the Division is to establish links with State Social Welfare Departments and institutions working in the area of Beggary Prevention, and Social Defence for imparting training to stakeholders/service providers. Its Objectives are:

- ◆ Greater access to services such as health care, education and justice for Children and beggars,
- ◆ Development of specialized services in the field of Beggary Prevention and Other Social Defence Issues.

6.3 Target Group

The target group of the Division is officials of concerned State Social Welfare Deptts., Probation Officers, Members of the Child Welfare Committees and Juvenile Justice Board, middle level functionaries of State Police Departments, lecturers, Readers and Field work Supervisors of Social Work Institutions, concerned NGO functionaries, Social Workers, Panchayat functionaries and Research Scholars.

6.4 Activities

The following are the activities of the Division:

- ◆ Capacity building of various level functionaries working in area of Beggary Prevention and ;
- ◆ Sensitizing Government/ Panchayat/ NGO functionaries, and Social Workers in the areas of other social defence issues;

- ◆ Research and documentation in the area of other social defence issues; and
- ◆ Organising national level seminars and consultative meets, on the issue.

6.5 Training and Capacity Building Programme:

6.5.1 Long Term Course:

- ◆ A comprehensive one Month Certificate Course on Social Defence issues

is organised for the Govt /NGO and Panchayat functionaries, Social Workers and Social Work Educators with the objective of equipping / orienting the stakeholders / service providers for effective implementation of Social Defence programmes of the Government. Modules of the training course on Social Defence include Drug Abuse Prevention, Old Age Care, Beggary Prevention, Trafficking, Probation etc.



Shri Anoop Srivastava IAS, Addl. Secretary, distributes certificates to participants of One Month Certificate Course on Social Defence held from 28th March – 26th April, 2012 at NISD



Group photo of participants of One Month Certificate Course on Social Defence held from 28th March to 26th April 2012





Shri Lalsanglur, Director, NISD interacts with participants of One Month Certificate Course on Social Defence held from Nov. 16- Dec 15, 2011 at NISD during the Financial Year 2011-12

6.5.2 Thematic Skill Building Programmes

The following short term programmes are organised by the Division:

Other Social Defence Issues

- ◆ **Three Day 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 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 Govt.
- ◆ **Three Day Training Programme for the functionaries of Police Department on Social Defence Issues** aims at sensitizing and orienting participants on Social Defence Issues and equip the officers with understanding of the different provisions of laws and programmes, and their responsibilities in the Social Defence domain.
- ◆ Three Day Regional Level Training Programmes on Social Defence

- ◆ **Issues for Social Work Professionals** aims at orienting and sensitizing the lecturers, readers, field work supervisors of Social Work institutions on Social Defence issues.

Child Protection

- ◆ **3-Day Programme on Specialized Care for Children Affected by Drug abuse for Concerned Govt. /NGO Functionaries.** It aims at sensitizing the participants regarding the special services for children affected by drug abuse and trains them to provide them with special skills required for rehabilitation of such children.
- ◆ **3-day Programme on Specialized Care for Children Affected and Infected by HIV/AIDS** for concerned Govt./ NGO functionaries aims at sensitizing and training the participants on special services required for rehabilitating the children affected and infected by HIV/ AIDs.
- ◆ **Five Day training Programme on Counselling Skills for Street Educators working with children** to strengthen capabilities of Counselors to provide effective child care services. The programme focuses on providing

basic communication and counselling skills to street educators to effectively carryout their job. In addition, the programme also deals with some specialized issues like child abuse, drug abuse amongst children and HIV/AIDS amongst children, etc.

Beggary Prevention

3-day State Level Training Programme on Beggary Prevention for Govt./NGO functionaries aims to orient and train the participants on the Beggary Prevention. Module of the training includes concept, magnitude, programmes etc. on Beggary Prevention for rehabilitation through convergence of resources, entrepreneurial, multi skill trainings and micro credit.

6.5.3 Strategic Consultations

- ◆ National Level seminars and workshops are organised with the objective of finding

out the latest status of Social Defence issues, evaluation of programmes and schemes and analyzing the suitability of intervention strategies in the field of Social Defence.

6.5.4 Sub-group meeting on beggary

During the financial year 2011-12, Social Defence Division organized series of Sub Group meetings on beggary as part of Working Group on Social Welfare for the formulation of XII Five Year Plan.

The Division was engaged in organizing the first Sub Group meeting on beggary which was held at Vigyan Bhawan, Committee Room 'C' on 30.05.2011 as part of Working Group on Social Welfare under the Chairmanship of Smt. Sangita Gairola, IAS, Addl. Secretary, Ministry of Social Justice and Empowerment, Government of India for the formulation of XII Five Year Plan.



Shri Abhilaksh Likhi IAS, Joint Secretary (SD), Shri Zubair Meenai, Chairman of Sub Group on Beggary and Dr.R.Giriraj, Dy.Director(SD) and Member Secretary attend the Second Sub Group Meeting on Beggary held on 24.06.2011 at NISD for the formulation of XII Five Year Plan (2012-2017)



Third Sub Group meeting on beggary was held at Committee Room 'C' Vigyan Bhawan on 14.07.2011. Dr.R.Giriraj, Dy.Director(SD) and Member Secretary of Sub Group on beggary made presentation. Dr.(Prof) Sneh Lata Tandon, Former Dean of Social Science, Delhi University, Dr.(Capt.) D.V.P.Raja, Chairman, Madurai Institute of Social Science were also present.

The Sub Committee on beggary recommended a two pronged strategy viz Direct and Convergent approach towards elimination of beggary. The main recommendation was to formulate Centrally Sponsored Scheme called Integrated Programme for Protection and Rehabilitation of Beggars, National Policy on Rehabilitation of Beggars and National Model Legislation. Committee also recommended for utilizing services/provisions of already

existing programmes of Central Govt. for rehabilitation of beggars.

During the year 2011-12, the Social Defence Division covered 1224 beneficiaries through 33 training & sensitization programmes (at National, State and Regional level). These Programmes covered special issues like counseling skills, beggary prevention, children affected by drug abuse, Comprehensive Social Defence Programmes etc.

7.1 Introduction

Research and Documentation is the mainstay of any programme that warrants evidence-based policy intervention, and offers data and information pertaining to identified social problems or issues, gathered from the field using scientific method and tools. Data and information gathered from research finding serve as critical input for formulation of policies and programmes. Such findings also need to be documented in an easily accessible format for ready use of policy makers, programme implementing agencies as well as for researchers for subsequent research work.

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

7.2 Research and Documentation

(i) Research

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 advise on the matters relating to research and documentation of the Institute, with Director NISD as Chairman and six Experts representing aforementioned 3 core sectors of the Institute alongwith all the Deputy Directors of the respective Programme Division of the Institute.

Sl.No.	Title of the Research Proposal	Collaborating Agency	Duration of the study	Amount approved
1	Factors leading to Addiction of Intravenous Drug Abuse- A Study among Young Drug Addicts/users in Maharashtra	IUM Management & Social Research Pvt. Ltd., M-57 B, 3rd Floor, Malviya Nagar, New Delhi	8 months	4,99,500/-
2	A Study on Life Realities of Beggars in Tamil Nadu	Dr. P.N. Narayana Raja, Principal Madurai Institute of Social Sciences, No.9, Algar Koil Road, Madurai 625002(T.N.)	9 months, 15 days	5,00,000/-
3	Wellbeing of the Elderly in Old Age Homes – An Exploratory Study	Lady Irwing College, University of Delhi, Sikandra Raod, New Delhi-1 Dr. Sushma Goel, Project Director	2 years	5,00,000/-
4	A Study and the Problems and Needs of the Elderly among BPL families in Kerala.	Loyola Extension Services (LES) Loyola College of Social Sciences , Shri Kariayam, Tiruvananthapuram Kerala - 695017	12 month	4,94,300/-

The Institute invites research proposals from Universities, Research Organisations and Institutions, Centre-State Deptts., and NGOs having background and experience in research by providing them with financial support for conducting various studies in the areas of social defence. With the recommendation of the first Research Advisory Committee Meeting held on 19th August, 2011, the Institute has put forth the recommendation of the Research Advisory Committee before the Executive Council of the Institute on 9th December, 2011 who have approved for extending financial assistance to five research proposals on the following topics:

(ii) Substance 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 Substance Demand Reduction and HIV/AIDS prevention in the country and
- ◆ Details of functionaries/service providers trained by NC-DAP, RRTCs and other collaborating agencies

These were updated during the year.

(iii) Old Age Care

During the period under report the students of the Six-Month Certificate Courses organised in the North, North-East and Eastern Region were also provided a practical learning experience in the field by way of household survey in a particular locality.

- ◆ **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-Month Certificate Course in Geriatric Care:** In Six-Month 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.

(iv) Other Social Defence Issues

The Division has developed a National directory on Social Defence which includes the details of concerned State Social Welfare/Social Defence Departments, NGOs, related National Level Institutes and Research Organizations. Further, printing of the above is under progress. The Division also has prepared a list of experts in the field of Social Defence, working in the Government and International Departments/Organizations.

7.3 Library

The Institute has a well-stocked library comprising of about 15000 books and documents besides collection of periodicals, journals and dictionaries. The broad subject areas are Child Rights, Child Welfare and Protection, Juvenile Justice, Geriatric/ Old Age Care and Substance 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 and Child Development. The books are

in Hindi and English. Besides, there are books on Administrative Rules, Reference Books, Dictionaries, Yearbooks, Statistical Abstracts, Atlas of Child in India, etc.

The library subscribes to 14 magazines in English and 10 magazines in Hindi; journals on complimentary basis like Samaj Kalyan, Social Welfare, The Indian Police Journal,

SPAN, Indian Journal of Criminology, Acta Criminologie Medicina Legalis Japonica, Nation and the World and Manakdoot. Besides the staff members of the Institute, the Library is used by the students who are enrolled in various training programmes and courses run by the Institute as well as research scholars of various educational institutions of the country.

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

During the year, the Institute participated in some important public events to promote preventive education and create greater awareness about issues of concerns which includes Shilpotsav at Dilli Haat and the International Trade Fair at Pragati Maidan, New Delhi. The Institute put up informative and interactive stalls in both the events where not only informative panels were on display but on-spot counselling booths,

film shows and other cultural programmes created an added attraction for the visitors who thronged to the stall in huge numbers.

8.2.1 Shilpotsava

The Institute participated actively in the Shilpotsava, 2011-12 organized by the Ministry at MVIRDC, World Trade Centre, Mumbai during 17 to 22nd January 2012 and Dilli Haat, INA, New Delhi, from 16th to 30th September 2011. The Institute organized "Pantomime Show", a cultural programme and film show on theme relating to the various target groups of the Ministry during the exhibitions. In addition, it also displayed IEC material and provided counselling in its stall on the issues relating to old age care and substance abuse prevention.



Smt. Sangita Gairola, Special Secretary MSJE along with Smt. Ghazala Meenai, JS inaugurating Shilpotsava, 2011-12 organized by the Ministry at MVIRDC, World Trade Centre, Mumbai during 17 to 22nd January 2012



Smt. Sangita Gairola, Special Secretary MSJE along with Smt. Ghazala Meenai, JS were visited the NISD Stall during Shilpotsava, 2011-12 organized by the Ministry at MVIRDC, World Trade Centre, Mumbai during 17 to 22nd January 2012

8.2.2 National Youth Festival 2011-12

The Institute participated in the National Youth Festival held at Manglore from 12-16th January 2012. NISD put up an exhibition under “Yuva Kriti”. All India Handicraft & Social Development Fair organized by Nehru Yuva Kendra Sangathan during National

Youth Festival. NISD displayed informative flexi and digital Panels in English & Hindi, on information related to Drug Abuse Prevention & Old Age Care.

On the spot counselling for Drug Addiction and Old Age problems was provided at the NISD stall. Visitors showed keen interest.



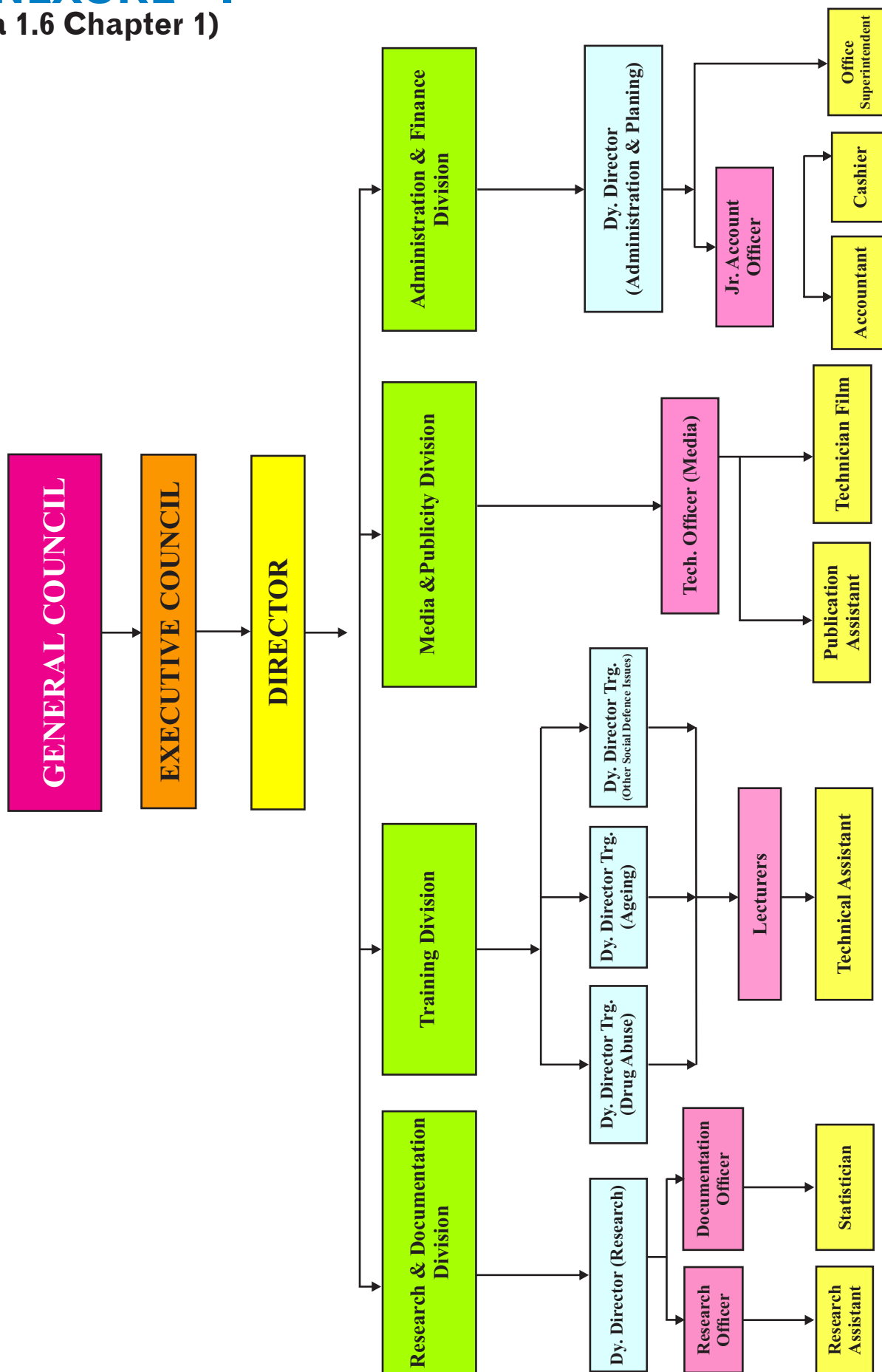
Glimpses of NISD participation in National Youth Festival held at Manglore from 12-16th January 2012, in the premises of “Yuva Kriti” exhibition.

ANNEXURES

ANNEXURE – I

(Para 1.6 Chapter 1)

ORGANISATIONAL STRUCTURE OF NISD



ANNEXURE – II

(Para No 3.1 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 26th March 2008, is as follows:-

<p>1. Secretary Ministry of Social Justice & Empowerment Government of India Shastri Bhawan, New Delhi.</p>	<p>President</p>
<p>2. Joint Secretary (SD) Ministry of Social Justice & Empowerment Government of India Shastri Bhawan, New Delhi.</p>	<p>Member</p>
<p>3. Financial Advisor Ministry of Social Justice & Empowerment Government of India Shastri Bhawan, New Delhi.</p>	<p>Member</p>
<p>4. Joint Secretary Ministry of Home Affairs Government of India North Block, Central Secretariat, New Delhi.</p>	<p>Member</p>
<p>5. Representative Ministry of Women & Child Development Government of India Shastri Bhawan, New Delhi.</p>	<p>Member</p>
<p>6. Representative Ministry of Health Government of India Nirman Bhawan, New Delhi.</p>	<p>Member</p>
<p>7. Representative Department of Secondary and Higher Education Government of India Shastri Bhawan, New Delhi.</p>	<p>Member</p>

- | | | |
|-----|---|--------------------|
| 8. | Representative
Department of Youth Affairs & Sports
Government of India
Shastri Bhawan, New Delhi. | Member |
| 9. | Representative
Ministry of Labour
Government of India
Sharam Shakti Bhawan, New Delhi. | Member |
| 10. | Representative
Department of Revenue
Ministry of Finance
Government of India
North Block, New Delhi. | Member |
| 11. | Representative
Department of Legal Affairs
Ministry of Law & Justice
Government 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
Government of National Capital Territory of Delhi
I.P. Estate, New Delhi. | Member |
| 14. | Director
National Institute of Social Defence
West Block-1, Wing-7,
R.K. Puram, New Delhi. | Member – Secretary |

Six specialists/representatives of Voluntary Organizations/Social Workers in the field.

- | | | |
|-----|---|--------|
| 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 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 26th 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 3.4 Chapter No 3)

NAME & DESIGNATION OF GROUP 'A' & 'B' OFFICERS IN THE INSTITUTE

GROUP –A		
1.	Shri Lalsanglur	Director
2.	Shri D.C. Jaya Raju	Dy. Director (R &D)
3.	Shri M. Sunil Kumar	Dy. Director (NC-DAP)
4.	Dr. R. Giriraj	Dy. Director (SD)
GROUP-B		
5.	Shri G.C. Haldar	Research Officer
6.	Ms. Punam Rani	Research Officer
7.	Shri Manoj Hatoj	Research Officer

ANNEXURE – V

(Para No 4.6 Chapter No 4)

LIST OF TRAINING PROGRAMMES ON SUBSTANCE ABUSE PREVENTION 2011-12

S.No.	Title of the Training Course/Programme	Collaborating Agency	Venue	No. of Participants
Three Month Certificate Course				
1.	3-Month Certificate Course on Substance Abuse Prevention	National Institute of Social Defence (NISD)	New Delhi	25
One Month Basic Course				
2.	One Month Basic Course on Substance Abuse Prevention	RRTC North - Society for Promotion of Youth and Masses (SPYM)	New Delhi	25
		Galaxy Club (RRTC North east I)	Imphal	25
		Mizoram Social Defence and Rehabilitation Board (RRTC NE III)	Aizawl	25
		T. T.K Ranganathan Clinical Research Foundation RRTC South	Chennai	25
		Calcutta Samaritans (RRTC East II)	Kolkata	25
		KRIPA Foundation, (RRTC NE II)	Nagaland	25
		Vivekananda Education Society, Kolkata (RRTC East I)	Kolkata	25
		RRTC North - Society for Promotion of Youth and Masses (SPYM)	New Delhi	25
		Muktangan Mitra, (RRTC West)	Pune	25
3 To 5 Days Specialised Course on Selected Thematic Skill Building Issues				
3.	5 days Training Course on Counselling Issues and Skills	Calcutta Samiritans (RRTC East II)	Kolkatta	25
		Gunjan, RRTC North – II	Dharamshala	25
		T. T.K Ranganathan Clinical Research Foundation (RRTC South I)	Chennai	25
		(RRTC South II)	Chengnacherry	25
		Muktangan Mitra (RRTC West I)	Pune	25
		Manaklao Opium De-addiction Centre (RRTC West II)	Jodhpur	25
		RRTC West II	Ahmedabad	25
		Galaxy Club, (RRTC North East I)	Churachandpur	25

S.No.	Title of the Training Course/Programme	Collaborating Agency	Venue	No. of Participants
4.	5 day Course on Harm Reduction	Calcutta Samiritans (RRTC East II)	Ranchi	25
		RRTC North East I Galaxy Club	Imphal	25
		RRTC North – Society for Promotion of Youth and Masses (SPYM)		25
5	5 day Course on Rehabilitation and Relapse Prevention	Calcutta Samiritans (RRTC East II)	Gangtok	25
		T. T.K Ranganathan Clinical Research Foundation (RRTC South I)		25
		(RRTC South II)	Changnachery	25
		Muktangan Mitra (RRTC West I)		25
		Mizoram Social Defence and Rehabilitation Board (RRTC North East III)	Aizawl	25
		RRTC West II, RRTC North East I Galaxy Club	Jodhpur Imphal	25 25
6.	5 day Course on Family Therapy programme	T. T.K Ranganathan Clinical Research Foundation (RRTC South I)		25
7.	5 day Course on orientation for new counselors	T. T.K Ranganathan Clinical Research Foundation (RRTC South I)	New Delhi	25
8.	5 day Course on IT & Documentation	RRTC South II		25
		Muktangan Mitra (RRTC West I)	Satara	25
		Mizoram Social Defence and Rehabilitation Board (RRTC North East III)	Aizawl	25
9.	5 day Course on Micro credit	Muktangan Mitra (RRTC West I)	Pune	25
		RRTC North East II Kripa Foundation	Dimapur	25
10.	5 Day Training on Skill building on BCC	Mizoram Social Defence and Rehabilitation Board (RRTC North East III)	Aizawl	25
		RRTC West II	Ahmedabad	25
		RRTC North East II Kripa Foundation	Shillong	25
11.	5 Day Course on livelihood Option	RRTC North East II Kripa Foundation	Dimapur	25
12.	3 day Orientation Courses for Nurses and Ward Boys	Calcutta Samaritans (RRTC East II)	Kolkatta	25
		Muktangan Mitra (RRTC West I)	Pune	25
		Galaxy Club (RRTC North East I)	Imphal	25

S.No.	Title of the Training Course/Programme	Collaborating Agency	Venue	No. of Participants
		(RRTC West II		25
		Society for Youth Promotion & Masses (RRTC North)	New Delhi	25
		RRTC North East II Kripa Foundation	Nagaland	25
		RRTC South II		25
		T. T.K Ranganathan Clinical Research Foundation (RRTC South)	Chennai	25
		Gunjan RRTC North II	Dharamshala	25
Two Days Orientation Course Based On Training Need Assessment (TNA)				
14.	2 Days Orientation/ Sensitization Programme on DAP	T. T.K Ranganathan Clinical Research Foundation (RRTC South)	Trichy	25
		T. T.K Ranganathan Clinical Research Foundation (RRTC South)	Vizag	25
		T. T.K Ranganathan Clinical Research Foundation (RRTC South)	Pondicherry	25
		T. T.K Ranganathan Clinical Research Foundation (RRTC South)	Chennai	25
		Society for empowerment & advocacy	Bharatpur	
		RRTC IWCDC	Imphal	25
		Calcutta Samaritans RRTC East II	Kolkata	25
		Calcutta Samaritans RRTC East II	Kolkata	25
		Gunjan, RRTC North – II	Dharamshala	25
		Gunjan, RRTC North – II	Dharamshala	25
		Society for Youth Promotion & Masses (RRTC North)	Delhi	25
		Society for Youth Promotion & Masses (RRTC North)	Delhi	25
		Society for Youth Promotion & Masses (RRTC North)	Delhi	25
		Society for Youth Promotion & Masses (RRTC North)	Delhi	25
		Galaxy Club (RRTC North East I)	Guwahati	25
		Galaxy Club (RRTC North East I)	Ukhrul	25

S.No.	Title of the Training Course/Programme	Collaborating Agency	Venue	No. of Participants
		Galaxy Club (RRTC North East I)	Guwahati	25
		RRTC North East II Kripa Foundation	Kohima	25
		RRTC North East II Kripa Foundation	Chongkam	25
		RRTC North East II Kripa Foundation	Shillong	25
		Mizoram Social Defence & Rehabilitation Board (RRTC North East III)	Lunglei	25
		Mizoram Social Defence & Rehabilitation Board (RRTC North East III)	Aizawl	25
		RRTC West II	Jodhpur	25
		RRTC West II	Jodhpur	25
15.	2-Day Orientation course for doctors	Calcutta Samaritans RRTC East II	Kolkata	25
		Muktangan Mitra (RRTC West I)	Pune	25
		RRTC South II		25
		Galaxy Club (RRTC North East I)	Imphal	25
		RRTC North East II Kripa Foundation	Nagaland	25
		Mizoram Social Defence & Rehabilitation Board (RRTC North East III)		25
		T. T.K Ranganathan Clinical Research Foundation (RRTC South I)	Chennai	25
		Society for Youth Promotion & Masses (RRTC North)	Delhi	25
		Gunjan, RRTC North – II	Dharamshala	25
16.	20 Day Crash course on computers as livelihood option for people in recovery	Society for Youth Promotion & Masses (RRTC North)	Delhi	20
		T. T.K Ranganathan Clinical Research Foundation (RRTC South I)	Chennai	20
		RRTC North East I Galaxy Club	Imphal	20
		Muktangan Mitra (RRTC West I)	Pune	20
		Calcutta Samaritans RRTC East II	Ukhrul	20

S.No.	Title of the Training Course/Programme	Collaborating Agency	Venue	No. of Participants
17	School based orientation & Sensitisation programme on Ill effects of Alcohol, Drug Use & HIV Aids	Society for Youth Promotion & Masses (RRTC North I)	Delhi	
		T. T.K Ranganathan Clinical Research Foundation (RRTC South I)	Chennai	
		(RRTC South II)	Changnacherry	
		Calcutta Samaritans RRTC East II	Kolkata	
		Muktangan Mitra (RRTC West I)	Pune	
		RRTC West II	Jodhpur	
		Galaxy Club (RRTC North East I)		
		RRTC North East II Kripa Foundation		
		Mizoram Social Defence & Rehabilitation Board (RRTC North East III)	Aizawl	
		Gunjan, RRTC North II	Dharamshala	
		FORE	New Delhi	
		Dr Nandamma Moses Charitable Trust	Vishakapatnam	
		Kripa Foundation	Guwahati	
		Love in Action	Sagang	
		Love in Action	Churachandpur	
		Foto – n – Man Associate	Shillong	
		Love In Action	Manipur	
ETR for Disabled	Kolkata			
Urivi Vikram Charitable Trust	New Delhi			
18	2- Day Course on evolving effective strategies for Alcohol Advocacy & Prevention	Indian Alcohol Policy Alliance	New Delhi	30
		Indian Alcohol Policy Alliance	Mumbai	30
		Indian Alcohol Policy Alliance	Bangalore	30
		Indian Alcohol Policy Alliance	Chandigarh	30
		Indian Alcohol Policy Alliance	Patna	30
		Indian Alcohol Policy Alliance	Aizawl	30
Strategic Consultation				
19.	2-Day National Consultative Meeting of RRTCs	NISD	New Delhi	25

ANNEXURE-VI (Para No 4.8 Chapter No 4)

LIST OF REGIONAL RESOURCE TRAINING CENTRES (RRTC'S)

The following table shows Region-Wise RRTCs along with States covered by them with contact persons

Region	Name of RRTC	States/ UTs/ Area covered	Contact Person
North Zone	Society for Promotion of Youth & Masses (SPYM), New Delhi	Delhi, Haryana, Uttar Pradesh , Uttarakhand, and Punjab ,	Dr. Rajesh Kumar Executive Director Tel-Fax. 011-2689-3872/6229 E-mail: - spym@vsnl.com
North Zone II	Gunjan ogansiation for Community Development	H.P., and J &K	Shri Sandeep Parmar Mob: 09418080369/ 09418122425 E-mail: Sp23868@yahoo.com
East Zone-II	Calcutta Samaritans, Kolkata	Bihar Jharkhand Sikkim,Darjeeling	Hony. Director Tel. 033- 2295920/2299731 FAX 033- 2178097 E-mail: emcal@giasclool.vsnl.net.in calsam@satyam.net.in
West Zone I	Muktangan Mitra Maharashtra	Chhattisgarh, Goa, Gujarat. Madhya Pradesh (excluding Gwalior) Maharashtra, Dadra & Nagar Haveli, Daman & Diu	Ms. Mukta Puntambekar Dy. Director Tele-Fax: 020 – 565 9407 E-mail: - rrtcwest@gmail.com
West Zone II	Opium De-addiction Treatment & Research Trust, Jodhpur	Rajasthan, Gujarat	Dr. N.S. Manaklao Mob: 09414133996 E-Mail:nsmanaklao@gmail.com rrtcmanaklao@gmail.com
South Zone I	TTK Ranganathan Clinical Research Foundation, Tamil Nadu	Andhra Pradesh Tamil Nadu Lakshadweep Puducherry	Smt. Shanti Ranganathan Hony. Secretary Tel: 044-491-8461/ 2948/ 4416428Fax: 044-8117150 E-mail: ttrcrf@md2.vsnl.net.in
South Zone II	Changnacherry Social Service Society	Karnataka Kerala	Fr. K.D. Thomas Mob: 09847231365 E-mail:acceptrrtc@rediffmail.com
North East Zone-I	Galaxy Club, Manipur	Assam Manipur	Dr. Jayanta Kumar President Tel: - 231 117 ® E-mail:-jayanta_isd@hotmail.com
North East Zone-II	Kripa Foundation, Nagaland	Arunachal Pradesh Meghalaya Nagaland	Dr. P. Ngully Project Director Fax: 0370 – 242 224 E-mail: - rrtcne2@gmail.com
North East Zone-III	Mizoram Social Defence & Rehabilitation Board (MSDRB), Mizoram	Mizoram North Tripura	Smt. Lalpawmawii Chief Executive Officer,Mizoram Tel: - 349 320/ 394 321 E-mail: - rrtcne3@gmail.com

ANNEXURE-VII

(Para No 5.6 Chapter No 5)

LIST OF TRAINING PROGRAMMES ORGANIZED BY OLD AGE CARE DIVISION DURING THE YEAR 2011-12

Sl. No.	Title of the Training Courses/ Programmes	Collaborating Agency/ Venue and Date	No. of Participants	No of Programmes
I. CERTIFICATE COURSES				
01.	One Year P. G. Diploma in Integrated Geriatric Care.	National Institute of Social Defence (NISD), New Delhi	9	1
2.	Six-month Certificate Course in Geriatric Care	NISD, New Delhi CART, Bhubaneswar CMIG, Kolkata NMT, Bangalore ARDSI, Cochin PSGR, Krishnamal Collage, Coimbatore ABHOY MISSION, Agartala	210	7
3.	One month Certificate Course on Basic Issues in Geriatric Care	Respect Age International NMT, Bangalore ABHOY MISSION, Agartala CMIG, Kolkata CART, Bhubneswar PSGR, Krishnamal College, Coimbatore ARDSI, Kerala Heritage Foundation, Hyderabad RRTC Imphal NISD, New Delhi	240	8
4.	Three Month Basic Course for Caretakers, Bed Side Assistant and Others	ABHOY Mission, Agartala CMIG, Kolkata Core Care India Foundation, New Delhi NMT, Bangalore Anugraha, Faridabad MADAT, Bhubaneswar	180	6
II. THEMATIC SKILL BUILDING PROGRAMME				
1.	Five Day Training Programme on Management of Dementia	NMT, Bangalore ARDSI, Cochin Heritage Foundation	150	3
2.	Five Day Orientation on Basic Care/Issues Related to Elderly	ABHOY MISSION, Agartala CART, Bhubaneswar RESPECT Age International, Agra MADAT, Bhubaneswar SEA, Bharatpur, Rajasthan	150	5
3.	Five Day Training Programme on Capacity Building of Key Functionaries of NGOs in Geriatric Counselling	PSGR, Krishnamal College NISD, Delhi Anugraha, Sirsa	35	

STRATEGIC CONSULTATION/EXPERT MEETS

Sl. No	Title of the Training Courses/Programmes	No of Programmes	No. of Participants	Collaborating Agency
1.	Three day workshop on Human Rights of Older Person in Asia Pacific Region (Centre for Gerontological Studies, Kerala)	1	30	ARDSI, Thiruvanantha Purram, Kerala
2.	Multi Activity Event on "Towards Holistic Health Care; improving the quality of life for Senior Citizens celebration of IDOP"	1	200	ANUGRAHA, New Delhi
3.	National workshop on Establishing Minimum Standards of Sge Care Institutions	1	30	NISD, Delhi
4.	Regional Level Consultation on Regulatory Bodies for Old Age Homes and Organisation offering Institutional Care for Elders	3	90	NMT, Bangalore -2 ILC, Pune -1
5.	One day seminar on Abuse and Crime Against Senior Citizens	1	30	ILC-Pune -1
6.	One-Day Sensitization Programme for School/ College Teachers/ Counsellors/ Students to Bridge the Inter Generational Gap with focus on Maintenance and Welfare of Senior Citizens Act, 2007	36	1440	Healing Touch, Uttarkhand-2 Fruit and Bud, Faridabad ,Janakpuri-3 ANUGRAHA,Chandigarh-1 MBS Sansthan ,Nagpur-1 RRTC, Imphal,Manipur-1 MADAT,Chilguda-1 Respectage International, Agra-1 Parimarjan-2 Sauhard ,Delhi-2 PSGR,-Coimbatore -2 Manaswi,,Bijnor-2 Heritage Foundation, Hyderabad-2 CMIG, Kolkata-1 WSEDP, Bagpat,Jhirka-3 ILC,Pune-2 NISD, Minto Road, Gol Market -2 SEA,Ajmer, Bhratpur -2

Sl. No	Title of the Training Courses/Programmes	No of Programmes	No. of Participants	Collaborating Agency
7.	One Day Sensitization Programme with Senior Citizens Forums/RWAs	9	360	Manaswi, Delhi-1 Fruit and Bud, Delhi-2 ABHOY Mission ,Ram Nagar Agartala-1 Sauhard ,Mohamadpur, Delhi-1 CART, Bhubneswar -1 WSEDP, Mandawali, Okhla -2 CMIG, Kolkata -1
8.	Sensitization/Awareness Programme on Health Issues for Sr. Citizens	17	520	ANUGRAHA, Haridwar-2 Fruit and Bud, Virndhunagar Tamil Nadu-1 Manaswi, Amroha U.P-1 ABHOY Mission ,Udaipur South Tripura -1 Sauhard , Jindal Nagar U.P- ARDSI, Cochin-1 PSGR,1 CART,Bhubneswar -1 Heritage Foundation, Hyderabad-1 WSEDP, Palwal-1 MBS Ramtek,-1 MADAT, Bhubneswar -1 NISD,New Delhi-1 Parimarjan, Delhi-1 SEA, Bharatpur-1 IRDEO , Manipur-1
9.	One Day Sensitization Programme on Govt. Schemes for Rural Elderly	8	240	ABHOY Mission , A.D. Nagar,Agartala-1 NMT, Hyderabad IRDEO ,Imphal -1 MADAT, Bhubneswar -1 Manaswi, Mohanpur, U.P-1 Healing Touch-1 MBS Ramtek-1 SEA, Bharatpur-1
10.	One Day Sensitization Programme for PRIs on Empowerment of Elderly	9	540	ABHOY Mission , Agartala-1 NMT, Bangalore-1 ANUGRAHA, Sirsa, Haryana-1 Sauhard ,Bilaspur U.P-1 Manaswi, Muradabad-1 WSEDP, Firozpur,Narora-2 MBS Ramtek-1 SEA, Bharatpur1
11.	One Day Sensitization Programme for the Family Care-Givers of Demented Elderly	2	60	ARSDI, Manipur -2

Sl. No	Title of the Training Courses/Programmes	No of Programmes	No. of Participants	Collaborating Agency
12	Community Training in Computer for Senior Citizens	14	280	NMT Bangalore-2 Respect Age Agra-1 Core Care India Foundation, New Delhi-1 Bihar Pensioner Samaj, Bihar-1 NIPSTEC, Malviya Nagar and Noida-2 Anugraha, Dehradun and Faridabad-2 Abhoy Mission, Agartala-1 PSGR, Coimbatore, Pllachi-1 CART, Bhubaneswar-1 CMIG, Kolkata Malda-1 NADA India Foundation, New Delhi-1
	No of Progs	137	No of Beneficiaries-	4969

ANNEXURE-VIII

(Para No 5.7(i) Chapter No 5)

LIST OF AWARDEES OF VAYOSHRESHTHA SAMMAN, 2011-12

CREATIVE ART	Shri C. S. N. Patnaik Patnaik Art Gallery 1-59-21, Plot No. - 109 Sector - 2, MVP Colony Vishakhapatnam – 530017
BEST PANCHAYAT	Shri Y. Ravinder Reddy Sarpanch Prashant Nagar Gram Panchayat Siddipet Mandal Andhra Pradesh.- 502103
INSTITUTION OF SERVICE	Smt. K. Nagchandrika Devi Founder Manager and Genral Secretary Premanilayam Old Age Home Kinnera Welfare Society 12-2-717/A/9, Retibowli Ring Road Mehdipatnam, Hyderabad.
ECONOMIC LEADERSHIP	Shri Om Prakash Gupta D – 311, Anand Vihar New Delhi – 110092
LIFE TIME ACHIVEMENT	Dr Vinod Kumar J-100, Gr Floor, South Extension, Part 1, New Delhi
SPORTS PERSON	Dr. (Wing Commander)Ashis Roy Consultant Physician & Preventive Cardiologist J-1922, Chittaranjan Park, New Delhi-92

ANNEXURE-IX (Para No 2.4 Chapter No 2)

LIST OF TRAINING PROGRAMMES ORGANIZED BY OTHER SOCIAL DEFENCE DIVISION DURING THE YEAR 2011-12

S.No.	Provisions	Venue	Name of the States and Collaborating Departments	No. of Participants
I. CERTIFICATE COURSE				
1	One Month Certificate Course on Social Defence	New Delhi	National Institute of Social Defence (NISD)	28
	One Month Certificate Course on Social Defence	New Delhi	National Institute of Social Defence (NISD)	30
II. THEMATIC SKILL BUILDING PROGRAMME				
1	Three day Regional Level Sensitization Programme on Social Defence for Govt/NGO/ Panchayat Functionaries	Hyderabad	Deptt. Of Juvenile Welfare, Govt. of Andhra Pradesh	40
		Kolkata	Jayprakash Institute Of Social Change, Kolkata	40
		Raipur	Deptt. Of Social Welfare Govt. of Chattisgarh	40
		Imphal	Social Welfare Deptt., Govt. of Manipur	40
		Madurai	Madurai Institute of Social Science, Madurai	40
2	Three day State Level training programme on Social Defence for Police Functionaries	Mysore	Karnataka Police Academy, Mysore, Department of Police, Govt. of Karnataka	40
		Chennai	Tamil Nadu Police Academy, Govt. of Tamil Nadu	40
		Chennai	Tamil Nadu Police Academy, Govt. of Tamil Nadu	40
3	Three day state level training programme on Social Defence for Social Work Professionals	Madurai	Madurai Institute of Social Science, Madurai	40
		Kolkata	Jayprakash Institute of Social Change, Kolkata	40
4	Three day programme on Specialized Care for Children affected by Drug Abuse	Chandigarh	RRTC North- Society for Promotion of Youth and Masses(SPYM), New Delhi	40
		Chennai	RRTC(South) TTK Ranganathan Clinical Research Foundation	40
		Tirupathi	RRTC(South) TTK Ranganathan Clinical Research Foundation	40

S.No.	Provisions	Venue	Name of the States and Collaborating Departments	No. of Participants
		Kolkata	Jayaprakash Institute Of Social Change, Kolkata	40
		Imphal	IWCDC, Imphal	40
		New Delhi	Samarth, New Delhi	40
		Baroda	Baroda Citizens Council, Baroda	40
		Puducherry	RRTC(South) TTK Ranganathan Clinical Research Foundation	40
		Pune	RRTC (West Zone-I) Mukangan, Pune	40
5	Three day State Level training programme on Prevention of Beggary	Kolkata	Controller of Vagrancy, Govt. of West Bengal, Kolkata	40
6	Five Day Regional Level Training Programme on Counselling Skills for Street Educators	Vishakapatnam	Deptt. Of Social Work, Andhra University	40
		Hyderabad	Deptt. Of Juvenile Welfare, Govt. of Andhra Pradesh	40
		Baroda	Baroda Citizens Council, Baroda	40
		Agartala	Abhoy Mission, Agartala, Tripura	40
		Coimbatore	Deptt. Of Social Welfare, Hindusthan College of Arts and Science, Tamil Nadu	40
		New Delhi	Samarth, National Level NGO, New Delhi	40
		Imphal	IWCDC, Imphal	40
		Madurai	Madurai Institute of Social Science, Madurai	40
		Kolkata	Jayaprakash Institute of Social Change, Kolkata	40
III. CONSULTATIVE MEETS				
1	Sub Group Meetings on Beggary	New Delhi	National Institute of Social Defence(NISD)	46
Total No. of Programmes = 34			Total No. of Beneficiaries	1264

ANNEXURE-X (Para No 5.5 (i) Chapter No 5)

ONE YEAR PG-DIPLOMA COURSE

I. Eligibility:

- a) Age Limit:** He/she should have completed the age of 21 years as on October 1, 2011 and should not be more than 45 years as on October 1, 2011.
- b) Qualifications and Qualifying Examination:** Should have a Bachelor's Degree (or equivalent) from a recognized University or Institute.

Desirable : Preference will be given to the candidates

- ◆ Having a degree in Sociology, Social Work/Social Welfare, Anthropology, Psychology, Nursing, Home Science and related fields
- ◆ Having certificates/experience(s)/training of working in Age Care Organisations.

II. Reservation of Seats:

Total number of seats are 20, of which 15% are reserved for SC, 7.5% for ST, 27% for OBC and 3% for Physically Handicapped.

III. Course Outline:

- ◆ Paper- I Gerontology
- ◆ Paper- II Public Policy and Planning
- ◆ Paper- III Clinical Geriatrics
- ◆ Paper- IV Geriatrics Management
- ◆ Paper- V Psychology and Counselling
- ◆ Paper- VI Research Methodology

Seminar, Dissertation, Team/Group Project and Block Placement are integral part of the course curriculum. The course has both theoretical and practical aspect. Each paper is compulsory and there is no optional subject. There will be periodical internal assessment and final examination carrying a weightage of 20 percent and 80 percent respectively.

IV. Admission Procedure:

Selection to the course is through a Common Aptitude Test (CAT) on All India basis followed by Group Discussion and Interview, through an advertisement in the national/ regional dailies. The CAT exam is held at New Delhi.

ANNEXURE–XI

(Para No 5.5 (ii) Chapter No 5)

SIX-MONTHS CERTIFICATE COURSE

I. Eligibility:

- a. **Age Limit:** He/she should have completed the age of 18 years as on October 1, 2011 and should not be more than 45 years as on October 1, 2011.
- b. **Qualifications and Qualifying Examination:** Should have successfully completed the High School/Matriculation or any other equivalent Examination or the Indian School Certificate Examination, equivalent to Secondary Examination after a period of 10 years study;

Preference will be given to candidates working as Old Age Care Givers, Health Workers, Counsellors, Social Workers, Home Care Workers, Nursing Assistant or in Age Care Agencies/Organisations.

II. Reservation of Seats:

Total numbers of seats are 30, of which 15% are reserved for SC, 7.5% for ST, 27% for OBC and 3% for Physically Handicapped. However, the following criteria of considering the category of disabled under 3% reservation for physically handicapped for admission on qualifying would be taken into account:

III. Course Outline

- ◆ Paper –I Social Gerontology includes Broad Units on Introduction to Ageing; Sociology & Social Work; Psychology & Human Behaviour.
- ◆ Paper-II Basic Geriatrics includes Broad Units on Anatomy & Physiology; Nutrition; Community Health & Environmental Hygiene.
- ◆ Paper-III Applied Geriatrics includes Broad Units on Fundamental of Age Care; Schemes & Programmes for Older Persons.
- ◆ Papers-IV Geriatric Nursing includes Broad Units on Special Care of the Elderly; Physiotherapy and Rehabilitation.

IV. Selection Criterion

Entrance Test: Selection is made through a **Common Aptitude Test (CAT) on All India basis followed by group discussions & interview**. The CAT exam is held at New Delhi, Bhubaneswar, Kolkata, Agartala, Bangalore, Kunnankulam / Cochin and Coimbatore.

ANNEXURE-XII (Para No 5.5 (vi) Chapter No 5)

OLD AGE CARE DIVISION List of Collaborating Agencies /RRTC

S.No	Name and Address of Agency	Contact No
1.	Dr. (Smt.) Indrani Chakravorty Secretary, (CMIG) Calcutta Metropolitan Institute of Gerontology, (CMIG) E/1, Sopan Kutir,53 B ,Dr. S. C. Banerjee Road Kolkata -700010 (West Bengal). (RRTC)	033-23701437 09830398184 Sh. Gautam Saha- 09339825148 E-mail.cmig@rediffmail.com chakraindrani@gmail.com
2.	Dr. Aabha Choudhary Founder Secretary ANUGRAHA B-33, Arya Nagar Apartment, 91, I.P. Extension, Perpatganj, New Delhi (RRTC)	anugrahaindia@yahoo.com 91-11-22726632 M.09810717722
3.	Kumar K Singh, Secretary Integrated Research Development Education Organization (IRDEO) Wangbal, P.O. Thoubal- 795138, Manipur (RRTC)	irdeo.manipur@gmail.com 094436883222 09873668044
4.	Dr. Radha Murthy Managing Trustee Nightingales Medical Trust (NMT) 337, 2 nd Cross, 1st Block R.T. Nagar, Bangalore -560032	09844037381 080-23548444/555 080-23548999 nightingales@vsnl.net
5.	Shri Bighnaraj Routray Secretary Centre for Action Research and Training (CART) Centre for Action Research and Training (CART) HIG-10/6,Phase-I, M.B Colony, Chandreshekharpur, Bhubaneswar, Orissa-751016	0674-2397984, 2741596 09938512549 Fax: 0674-2741596/2741682 E-Mail:- cartodisa@gmail.com
6.	Ms. Sushmita De Secretary ABHOY MISSION Ram Nagar Road No. 1, Post Office Ram Nagar, Agartala, Tripura West-799002	M. 09436123069 Fax: 0381 2208507 E-mail: swabalamban@rediffmail.com
7.	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 alzheimr@md2vsnl.net.in
8.	Dr. (Mrs.) N. Yesodha Devi Principal PSGR, Krishnammal College for Women Peelamedu, Coimbatore-04	0422-2572222 Fax: 0422-2591255 M. 09994283962 principal@psgrkc.com

ANNEXURE–XIII

(Para No 1.7 Chapter No 1)

REGION AND STATE-WISE NO. OF MAJOR SCHOOLS OF SOCIAL WORK/ DEPARTMENTS IN INDIA

S.No	Region	State /UT	No. of Schools/Colleges/Depts. of Social Work
1	Northern	Haryana	2
		Himachal Pradesh	1
		Madhya Pradesh	4
		Uttar Pradesh	6
		Punjab	1
		Delhi	4
		Sub-Total	18
2	Eastern	Bihar	1
		Orissa	5
		West Bengal	6
		Sub-Total	12
3	Western	Gujarat	7
		Maharashtra	53
		Rajasthan	2
		Sub-Total	62
4	Southern	Andhra Pradesh	22
		Karnataka	32
		Kerala	22
		Tamil Nadu	21
		Pondicherry	1
		Sub-Total	98
5	North-east	Assam	1
		Mizoram	2
		Sub-Total	3
		Grand Total	193

ANNEXURE-XIV **(Para No.3.8 Chapter No.3)**

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

AUDIT CERTIFICATE

The general condition of the accounts of the National Institute of Social Defence, New Delhi for the year 2011-12 was found to be satisfactory subject to the observations made in the Inspection Report.

The Inspection Report has been prepared on the basis of the information furnished and made available by National Institute of Social Defence. The office of the Director General of Audit, Central Expenditure, New Delhi disclaims any responsibility for mis-information on the part of auditee.

Sd/-
Director (AMG-III)
OFFICE OF THE DIRECTOR GENERAL OF AUDIT
CENTRAL EXPENDITURE

AUDIT INSPECTION REPORT
On the accounts of the National Institute of Social Defence
Ministry of Social Justice & Empowerment
West Block-1, Wing-7, Ground Floor, R.K. Puram, New Delhi-110066
For the period 01.4.2011 to 31.03.2012

With a view to coordinate, develop and standardize the service in the field of Social defence, the Central Bureau of Correctional Services was set up by the Government in 1961. Since 1975 Institute was a subordinate office under the Ministry of Social Justice & Empowerment. It was later named as the National Institute of Social Defence. The Institute has become an Autonomous Body vide Government of India notification dated 15.07.2002 and is registered under Societies Act XXI of 1860 with the Government of Delhi.

The mandate of the Institute is to provide and strengthen inputs for the social defence programmes of the Government of India. The main areas of work are collection of statistics, documentation, research and conducting training programmes pertaining to the Substance Abuse Prevention, the Care of Older Persons, and Beggary Prevention. The Institute organizes training programmes and academic courses in these areas both in house as well as in collaboration with the organizations working in these areas.

The budget allocation and total expenditure of the Institute during 2009-10 to 2011-12 was as follows:

(Rs. In Lakhs)

Year	Budget		Actual Expenditure		GIA from other Sources	
	Plan	Non -Plan	Plan	Non -Plan	Plan	Non -Plan
2009-10	600.00	90.00	647.15	118.31	Nil	Nil
2010-11	680.00	110.00	410.00	109.00	Nil	Nil
2011-12	969.00	126.00	666.00	112.00	Nil	Nil

ARUN SINGH & CO.

Chartered Accountant

F-7, Lajpat Nagar-III, New Delhi-110024

Phones" 2983 5500, 2983 5501, 4171 5991 Fax: 2983 1686

E-mail: arunsinghco@gmail.com

AUDITORS REPORT

To

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

1. We have audited the attached Balance Sheet of National Institute of Social Defence, New Delhi as at 31st March 2012 together with Receipt & Payment A/c and Income and Expenditure A/c annexed thereto for the year ended 31st March, 2012.
2. These financial statements are the responsibility of the Institute's Management. Our responsibility is to express an opinion on these financial statements based on our audit.
3. We have conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.
4. Further to our comment in the Annexure referred to above, we report that:
 - a) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit.
 - b) In our opinion, proper books of accounts 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) The Balance Sheet and Income & Expenditure A/c and Receipt & Payment A/c dealt with by this report are in agreement with the books of accounts.

- d) Subject to our observation in Annexure-1 attached with this report and consequential effect thereof, in our opinion and to the best of our information and according to the explanation given to us, the said accounts read with notes contained in Schedule J, give a true and fair view:
- i. In so far, as it relates to the Balance Sheet, of the State of Affairs of the Institute as at 31st March 2012, and
 - ii. In so far as it relates to the Receipt & Payment Account of the transaction for the year and the closing balances ended on that date and
 - iii. In so far as it relates to the Income & Expenditure Account of the excess of Income over Expenditure for the period ended on that date.

For **Arun Singh & Co.**
Chartered Accountants
FIRM Reg. No. 011863N

Ravi Kapoor
Partner
M. No. 095214



Dated : 27.05.2013
Place : New Delhi

ANNEXURE 1

COMMENTS FORMING PART OF OUR REPORT AS ON EVEN DATE

1. The details of the fixed assets have been entered in the fixed assets register in the detailed format till the close of the financial year 2011-12. 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 on the written down value (WDV) method. 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.
2. (a) The Institute was initially allotted a plot of land by Delhi Development Authority (DDA) in Janakpuri, New Delhi measuring 1682 sq.mt. on 24.04.1988 on perpetual basis and an amount of Rs. 10,11,768 was 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 vide 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 were deposited with the DDA. However, DDA neither informed about the revision of cost of land nor refunded Rs. 20 lacs vide NISD letter No. 1/1/2010. 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 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 in the year 2008-09 that the Institute has taken it up with the DDA for allotment of a plot for residential complex which is very essential for property conducting the functions of the Institute vide letter No. 1/1/2001-Admn in continuation of Institute's earlier letters dated 04.04.2005 and 16.04.2007. 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 with a period of 2 years of taking possession. The Institute has already deposited an amount of Rs. 4.46 crores 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 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 in the year 2008-09 CPWD has submitted building plans with necessary modifications 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 Rs. 35800/- has been deposited by CPWD with DDA as fees for plan approval vide CPWD letter no. 23(7) DDA/6271 dated 30.10.2009 indicated that the Air Authority of India has issued NOC and EOT is being pursued with the DDA. 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 crores which has now been adjusted against Rs. 23.62 crores (the cost of the building), demanding in installments the balance of Rs. 19.16 crores.

- (c) Further in respect of the Janakpuri plot the DDA had informed the Institute that an alternate plot in addition to the sector-10 plot at Dwarka be allotted for construction of the hostel accommodation facility of the institute on the condition that the Janakpuri plot be surrendered and Ground rent be paid since 1988 till date along with Rs, 26 lacs per acre for the New Plot plus 2.5% of annual ground rent. However the matter is still pending. Efforts should be made so that the funds blocked by the institute get utilized for the purpose intended.

On a review of the above it is observed that the matter is still pending without any firm decision. The Institute may follow up the necessary action with the authorities either to pursue that matter or request DDA to drop their demand.

3. The Bye-laws of the Institute has 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)

On review of the above for the year 2011-12 it is observed that the matter is still pending with the Ministry of Social Justice and Empowerment.

4. We observed that Rs. 8,54,57,615 were outstanding as on 31st March 2012 in "Advance to Collaborating Agencies relating to period from 2004-05 to 2010-11 out of which Rs. 1,98,19,510 are brought forward from previous year with no further payment/adjustment. Further, there was no movement in the advances to Collaborating Agencies amounting to Rs. 69,19,459 relating to 1983-84 to 2003-04. In absence of the information, we are unable to ensure regarding the correctness of these advances and recovery thereof.

5. Though the Institute is following the accrual system of accounting is followed but it was observed that some of the expenses of the previous year i.e. 2010-11 were recorded as current year expenses. Further, no provision for the expenses, though incurred have not been accounted for in the financial statements for the period ending on 31st March, 2012.
6. Accounting Policies and Procedures to be reviewed for strict compliance as the same are not being followed and adhered to strictly such as:
 - a. Amount paid as advance against programs, LTC and other expenses 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.
 - b. Amounts have been adjusted and treated as expenditure without having the proper bills/supporting vouchers.
7. It was observed that in the following cases IDS was not found to be deducted under Sec. 194C of the Income Tax Act 1961:

Sl.No.	Party Name	Bill No.	Date	Particulars	Amount	TDS Rs.
1	ESF Securitas	P6/67	27.05.2011	Housekeeping services for the month of Feb 2011	17244	172
2	Pabla &Co.	P7/190	04.07.2011	Hiring of Taxi for official purpose	57000	570
3	Batra Electricals	P7/391	20.09.2011	Arrangement of special lighting on international day of drug abuse	103351	1034
4	Deepank Furniture Works	P6/672	02.01.2012	Renovation of Sofa set	66272	663
5,	National Cooperative Consumers Federation of India Ltd.	P6/718	10.01.2012	Fixing of new vertical blinds of 77 sq mt.	99619	1992
6	Deepank Furniture Works	P6/1105	21.03.2012	Painting and Aluminum Door Repairing Work	59136	591

8. It was also observed that payment made to Vadish Kr. Jha for the consultancy on media work doesn't provide any bill to be found held on record except the receipt copy issued by him.
9. It was also observed that payments made to Verma Security and Housekeeping services Pvt. Ltd. For the security and clearing services does not provide any attendance sheet to be held on record.

10. During the year, NISD has written-off debit balances amounting to Rs. 980.007 and credit balances amounting to Rs. 3,329.735 as detailed below;

Nature	Head	Amount
Asset	CPWD-Electric Division	146864
	Govt. Servant Loans	135608
	Advance for other sources	634936
Total amounting		980007
	Staff advances	62599
Liabilities	Caution Money and Lib. Security Deposits	213100
	Sundry Creditors	200677
	Sundry Advances to NGO's	1330949
	Expenses Payable-Other Current Liabilities	17214
	Credit Balance of Staff Advances	1567795
Total Amounting		3329735

We are informed that these balances ere written off due to errors in the previous years. However, no approval for writing off the same has been held on record



NATIONAL INSTITUTE OF SOCIAL DEFENCE
Ministry of Social Justice & Empowerment
R K Puram, New Delhi

BALANCE SHEET AS ON 31st MARCH 2012

Liabilities	Current Year	Previous Year	Assets	Current Year	Previous Year
CAPITAL ACCOUNT			Fixed Assets		
Ministry of Social Justice- Fixed Assets	5,173,117.00	5,173,117.00	Gross Block	27,730,584.12	27,634,757.25
Ministry of Social Justice- Land	51,611,768.00	51,611,768.00	Less:- Accumulated Depreciation	17,541,866.12	16,686,878.05
Ministry of Social Justice- Syndicate Bank 506	174,883.00	174,883.00	Net Block	10,188,718.00	10,947,879.20
Ministry of Social Justice- Advance to Collaborating Agencies 1983-84 to 2003-4	7,007,371.00	7,007,371.00			
Reserve & Surplus			Current Assets		
Excess of income over expenditure t/f from Income and Expenditure A/c			Cash & Bank Balances		
Opening Balance	127,049,392.00		Cash in hand	4,001.00	2,501.00
Add:- T/f from I & E A/c	-7,679,527.00	127,049,392.00	Syndicate Bank 406	174,883.00	174,883.00
			Syndicate Bank 968	31,720,709.00	44,907,824.00
Current Liabilities & Provisions			Loans & Advances		
Caution Money & Lib. Security & EMD Deposits	Annexure A	213,100.00	Advance to Collaborating Agencies		
Sundry Creditors	Annexure B	182,024.00	For F.Ys 2004-05 to 2010-11	Annexure G	85,457,615.00
Sundry Advances	Annexure C	20,600.00	For F.Ys 1983-84 to 2003-04	Annexure H	6,919,459.00
Expenses Payable/ Other Current Liabilities	Annexure D	1,115,099.00	Motor Cycle Advance		37,500.00
Credit Balance of Staff	Annexure E	0.00	Car Advance	43,430.00	76,430.00
			Cycle Advance	2,250.00	0.00
			Advance-Non Plan		

Liabilities	Current Year	Previous Year	Assets	Current Year	Previous Year
			CPWD	44,754,000.00	44,754,000.00
			Advance to DDA	2,000,000.00	2,000,000.00
			CPWD- Electric Division	0.00	146,864.00
			Festival Advance	38,475.00	21,900.00
			Asstt Director of Estates, New Delhi	18,000.00	0.00
			Govt. Servant Loans	0.00	135,608.00
			Advance for Other Sources	0.00	634,936.00
			LTC Advance- Non Plan	19,923.00	75,536.00
			LTC Advance- Plan	25,695.00	25,695.00
			Personal Computer Advance	0.00	10,000.00
			Staff Advance	3,249,847.00	2,467,697.00
			Travelling Advance- Plan	18,222.00	0.00
Total	184,654,727.00	193,872,158.00		184,654,727.00	193,879,970.20
			0.00		




Arun Singh & Co.
Chartered Accountants

Ravi Kapoor
Partner

Accounting Policy & Notes on Accounts Annexure J

For National Institute of Social Defence


Lalita Rani
Cashier


Lal Sangler
Director


D C Jaya Raju
Dy. Director-Admin

NATIONAL INSTITUTE OF SOCIAL DEFENCE
Ministry of Social Justice & Empowerment
R K Puram, New Delhi

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED
31st MARCH 2012

Expenditure	Current Year	Previous Year	Income	Current Year	Previous Year
Payments against Schemes			Grants in Aid	62,500,000.00	79,000,000.00
Child Care Program- Plan	8,168,074.00	2,692,031.00			
Drug Abuse Program & Monitoring System- Plan	21,818,128.00	8,295,357.00	Revenue Receipts		
Media Works- Plan	1,206,184.00	832,386.00	Sale of Forms/ Tender fees	250.00	15,220.00
Old Age Program Expenses- Plan	20,534,241.00	10,537,998.00	Miscellaneous Income	19,130.00	43,662.00
Research Division	34,520.00	0.00			
Office & Admin Expenses- Plan			Other Income		
Audit Fees	106,742.00	106,742.00	Liabilities no longer required	10.00	366,075.00
Computer Repair & Maintenance- Plan	62,100.00	18,420.00	Write-off Items	2,349,728.00	
Conveyance Charges- Plan	56,700.00	50,285.00			
AMC Office Equipment- Plan	0.00	388,500.00			
AMC Office Software Plan	0.00	440,000.00			
Depreciation	847,176.00	1,050,472.00			
Electrical Expenses- Plan	0.00	3,290.00			
General Council Meeting Plan	121,654.00	205,477.00			
Honorarium Expenses Plan	115,000.00	116,500.00			
Hindi Pratiyogita Expenses Plan	23,590.00	31,300.00			
Newspapers, Books & Periodicals Plan	83,386.00	54,481.00			
Office Repair & Maintenance Plan	777,619.00	167,669.00			
Office Security Plan	955,064.00	722,564.00			
Office Stationery and Printing Plan	422,167.00	620,890.00			
Postage & Stamp & Courier Plan	92,200.00	40,482.00			

Expenditure	Current Year	Previous Year	Income	Current Year	Previous Year
Professional Charges Plan	3,307.00	0.00			
Horticulture Expenses Plan	5,014.00	0.00			
Salary/ Arrear/ DA Arrear Plan	2,221,511.00	1,823,481.00			
Staff Welfare Plan	0.00	98,055.00			
TA Claim & Allowance Plan	300,737.00	235,134.00			
Telephone Charges Plan	175,482.00	202,895.00			
Tuition Fees Plan	0.00	41,860.00			
Vehicle Running & Maintenance Plan	206,805.00	243,098.00			
Vehicle Hiring Charges	89,386.00	0.00			
Wages Plan	97,642.00	54,841.00			
LTC Expenses Plan	268,847.00	6,829.00			
Office Exp. Misc Plan	99,420.00	31,287.00			
Leave Salary & Pension Contribution Plan	2,222,532.00	1,824,090.00			
Travelling Exp/ Allowance Plan	151,940.00	149,143.00			
Website Maintenance Charges	0.00	0.00			
Advertisement Expenses	0.00	29,152.00			
Overtime Allowance	73,622.00	0.00			
Office & Admin Expenses- Non Plan					
Bank Charges	1,452.00	790.00			
Office Equipment repair & maintenance Non Plan	1,150.00	70,940.00			
Leave Salary & Pension Contribution Non Plan	49,218.00	0.00			
LTC Expenses Non Plan	102,320.00	141,055.00			
Medical Reimbursement Non Plan	105,355.00	308,772.00			
Salary Basic/ Bonus Pension Contribution Non Plan	10,484,856.00	9,926,050.00			
Tuition Fees Non Plan	402,265.00	309,925.00			
Earned Leave Encashment Non Plan	66,857.00	81,277.00			
To excess of Income over Expenditure t/f to B/S	-10,034,873.00	20,565,872.00			
Total	64,869,118.00	79,424,957.00	Total	64,869,118.00	79,424,957.00

For National Institute of Social Defence


Lalita Rani
Cashier


Lal Sangler
Director


D C Jaya Raju
Dy. Director-Admin


Arun Singh & Co.
Chartered Accountants

Ravi Kapoor
Partner

NATIONAL INSTITUTE OF SOCIAL DEFENCE
Ministry of Social Justice & Empowerment
R K Puram, New Delhi

RECEIPT & PAYMENT ACCOUNT FOR THE YEAR ENDED 31st MARCH 2012

Receipts	Current Year	Previous Year	Payments	Current Year	Previous Year
To Opening Balance			Capital Purchases Plan		
Cash in hand	2,501.00	119,613.00	Purchase of books	5,107.00	0.00
Syndicate Bank 405	174,883.00	174,883.00	Purchase of computer	0.00	0.00
Syndicate Bank 968	44,907,824.00	15,737,039.00	Purchase of furniture	0.00	0.00
			Purchase of photostat machine	0.00	0.00
Grants in Aid			Purchase of office equipments	0.00	0.00
from Ministry	0.00	0.00	Payment of Printer	0.00	0.00
Specific Grant in Aid	62,500,000.00	79,000,000.00	Purchase of water dispenser	0.00	0.00
Funds from UNICEF	0.00	0.00	Payment of Web Portal	0.00	0.00
			Payment of electrical installation	0.00	0.00
Revenue Receipts			Purchase of software	90,720.00	0.00
Sale of forms	250.00	15,220.00			
Caution Money & Library Security Deposits	0.00	0.00	Advances & Deposits Plan		
Miscellaneous Income Plan	19,130.00	41,544.00	Advance payment to NGO's for training	44,818,135.00	22,300,618.00
Tender Fees	0.00	0.00	Staff Advance	3,380,191.00	3,390,625.00
			Advacne to CPWD	0.00	0.00
Refund of Unpent Balances of Advance	2,380,967.00	3,401,800.00	Govt. Servant Loan	0.00	0.00
			Motor Cycle/ Cycle/ Car Advacne	7,500.00	24000
			Security Deposits	0.00	10000
			Revenue Expenditure Plan		
			Audit Fees Plan	0.00	0.00
			Child Care Programme Plan	535,450.00	1,274,660.00

Receipts	Current Year	Previous Year	Payments	Current Year	Previous Year
			Computer Repair & Maintenance Plan	62,100.00	18,420.00
			Conveyance Charges Plan	56,700.00	50,285.00
			Drug Abuse Prog & Mont. System Plan	2,647,417.00	4,469,363.00
			Electrical Expenses Plan	0.00	3,290.00
			General Council Meeting Plan	29,929.00	128,717.00
			Hindi Pratiyogita Expenses Plan	24,000.00	23,600.00
			Honorarium Expenses Plan	115,000.00	116,500.00
			Media Works Plan	271,203.00	251,749.00
			Newspapers Books & Periodicals Plan	83,386.00	54,481.00
			Annual Maintenance Contract Plan	0.00	828,500.00
			Office Repair & Maintenance Plan	7,320,029.00	157,321.00
			Office Security -Plan	926,064.00	704,864.00
			Office Stationery Plan	422,167.00	620,346.00
			Old Age Programme Exp Plan	2,431,611.00	2,523,969.00
			Horticulture Expenses Plan	5,014.00	0.00
			Website Maintenance Charges	0.00	0.00
			Postage and Stamp Plan	72,676.00	40,482.00
			Publication & Printing Journal Plan	0.00	0.00
			Professional Charges Plan	3,307.00	0.00
			Salary Arrear/ DA Arrear/ Bonus/ Pension Contribution Plan	2,918,584.00	4,765,606.00
			Staff Welfare Plan	0.00	98,055.00
			Tuition Fees Plan	0.00	41,860.00
			TA Claim/ Allowance Plan	306,602.00	235,134.00
			Telephone Charges Plan	175,482.00	202,895.00
			Travelling Expenses/Allowance Plan	164,147.00	148,143.00
			Vehicle Running & Maintenance Plan	206,805.00	240,561.00
			Vehicle Hiring Charges	89,386.00	0.00
			Wages Plan	97,642.00	54,841.00
			LTC Advance Plan	0.00	0.00
			LTC Expense Plan	132,181.00	6,829.00
			Office Expense Misc. Plan	97,420.00	30,887.00
			Overtime Allowance	73,622.00	0.00
			Salary Expenses Plan	1,410,868.00	1,520,678.00

Receipts	Current Year	Previous Year	Payments	Current Year	Previous Year
Advertisement Expenses				0.00	29,152.00
Non Plan Expenditure					
Bank Charges				0.00	790.00
Office Equipment Repair & Maintenance NP				0.00	70,940.00
LTC Expenses Non Plan				30,419.00	43,193.00
Medical Reimbursement Non Plan / Medical Advance				105,355.00	397,919.00
LTC Advance Non Plan				42,858.00	88,667.00
Salary/ leave Salary/ GR\$ Non Plan/ Bonus/ Pension Contribution Non Plan				7,389,586.00	7,287,723.00
Tuition Fees Non Plan				401,683.00	309,925.00
Festival Advance				71,250.00	42,000.00
Sundry Creditors & Advances				997,509.00	716,026.00
Earned Leave Encashment Non Plan				66,857.00	81,277.00
Closing Balance					
Cash in Hand				4,001.00	
Syndicate Bank 405				174,883.00	
Syndicate Bank 968				31,720,709.00	45,085,208.00
Total	109,985,555.00	98,490,099.00		109,985,555.00	98,490,099.00
				0.00	

For National Institute of Social Defence

Lalita Rani

Lalita Rani
Cashier

Lal Sangler

Lal Sangler
Director

D C Jaya Raju

D C Jaya Raju
Dy. Director-Admin



Arun Singh & Co.
Chartered Accountants

Ravi Kapoor
Partner

NATIONAL INSTITUTE OF SOCIAL DEFENCE
Ministry of Social Justice & Empowerment
R K Puram, New Delhi

Particulars	Current Year	Previous Year
	31.03.2012	31.03.2011
Annexure A		
Caution Money & Library Security Deposits		
Caution Money & Library Security Deposits	0	181100
Guardian Agency New Delhi	0	10000
Kiran Nursery Plants New Delhi	0	3000
National Green Décor New Delhi	0	3000
New Priyanka Nursery Shakarpur	0	3000
Verna Green Ways New Delhi	0	3000
Verna Securities new Delhi	0	10000
TOTAL	-	213100
Annexure B		
Sundry Creditors		
D C Garg & Co.	0	1854
R K Govil & Co.	0	126485
Verma Security & House Keeping Services	182024	67282
Arun Singh & Co.	0	96068
TOTAL	182024	291689
Annexure C		
Training Advance		
Counselling Skills for Street Educators	0	174912
Delhi School of Social Work	0	170656
Deptt. of Social Defence Chennai	0	76390
Directorate General Police Force New Delhi	0	11454
Director Social Welfare Govt. of Kerela- Thiruvananthpuram	0	120115
Exhibition at Bhopal M.P	0	38500
Exhibition at Nahonya	0	54538
Hed Deptt. of Social Work- Coimbatore	0	46996
Mahatma Jotibha Prakritik Chikitsa Kalyan Samiti	0	3650
Navjyoti Delhi Police Foundation New Delhi	0	9276
Social Welfare Deptt. Daman	0	72583
Specialized Care for Children Affected by Drug Abuse	0	136190
NIPSTech at Dwaraka	20600	0
Director of Social Welfare Andaman & Nicobar	0	0
IWCDC Imphal	0	0
Social Justice & Empowerment Govt of HP Shimla	0	0
TOTAL	20600	915260

NATIONAL INSTITUTE OF SOCIAL DEFENCE
Ministry of Social Justice & Empowerment
R K Puram, New Delhi

Particulars	Current Year	Previous Year
	31.03.2012	31.03.2011
Annexure D		
Expense Payable & Other Liabilities		
CGEIGS Payable	1020	1050
CGHS Payable	4100	4325
GPF Payable Non Plan	180500	167450
GPF Payable Plan	24000	22650
HBA Recovery Payable	2240	6100
Income Tax Payable	13612	12000
Licence Fees Payable	2366	2488
LIC Payable	24880	19859
Misc Recovery	96576	95566
Salary payable Non Plan	619700	641774
Salary payable Plan	125319	128493
TDS payable	20786	10674
TOTAL	1115099	1112429
Annexure E		
Credit Balance of Staff		
M Sunil Kumar	0	0
Susan Choudhary	0	13674
Vishwanath Prasad	0	37750
Manoj Hatoj	0	92000
Dr R Giriraj	0	31194
TOTAL	0	174618



**NATIONAL INSTITUTE OF SOCIAL DEFENCE
WEST BLOCK-1, WING-7, R.K PURAM
NEW DELHI 110066**

Annexure F	F.Y.2011-2012										
	Particulars	Depreciation Rate	Gross Block			Depreciation			Net Block		
As At 01.04.2011			Addition	Adjustment	As At 31.03.2012	Upto 01.04.2011	For The YEAR	Adjustment	As At 31.03.2012	As At 31.03.2012	As At 31.03.2011
Computer	60%	3876076.00	0.00	0.00	3876076.00	3852890.80	13911.12	0.00	3866801.92	9274.08	23185.20
Furniture & fixture	10%	5852313.00	0.00	0.00	5852313.00	3210833.70	264147.93	0.00	3474981.63	2377331.37	2641479.30
Electronic Equipments	15%	1933344.00	0.00	0.00	1933344.00	1308254.00	93763.50	0.00	1402017.50	531326.50	625090.00
Vehicles	20%	849568.00	0.00	0.00	849568.00	805777.60	8758.08	0.00	814535.68	35032.32	43790.40
Office Equipments	15%	5923575.00	0.00	0.00	5923575.00	3707773.75	332370.19	0.00	4040143.94	1883431.06	2215801.25
Web Site	60%	720100.00	0.00	0.00	720100.00	714498.00	3361.20	0.00	717859.20	2240.80	5602.00
Web Portal	60%	1352250.00	0.00	0.00	1352250.00	1346044.40	3723.36	0.00	1349767.76	2482.24	6205.60
Software	60%	473555.00	90720.00	0.00	564275.00	460808.60	34863.84	0.00	495672.44	68602.56	12746.40
Land	0%	5011768.00	0.00	0.00	5011768.00	0.00	0.00	0.00	0.00	5011768.00	5011768.00
Books	60%	794633.00	5107.00	0.00	799740.00	786736.60	6269.94	0.00	793006.54	6733.46	7896.40
Photostat Machine	15%	346767.00	0.00	0.00	346767.00	96227.80	37580.88	0.00	133808.68	212958.32	250539.20
Printer	60%	472658.00	0.00	0.00	472658.00	397032.80	45375.12	0.00	442407.92	30250.08	75625.20
Water Dispenser	15%	28150.25	0.00	0.00	28150.12	7812.20	3050.71	0.00	10862.91	17287.21	20338.05
TOTAL		27,634,757	95,827	-	27,730,584	16,694,690	847,176	-	17,541,866	10,188,718	10,940,067
Previous Year Figures		27,634,757	-	-	27,634,757	15,644,218	1,050,472	-	16,694,690	10,940,067	11,990,540

[Signature]

(DIRECTOR)

(DIRECTOR)

NATIONAL INSTITUTE OF SOCIAL DEFENCE
Ministry of Social Justice & Empowerment
R K Puram, New Delhi

	Particulars	Current Year	Previous Year
		31.03.2012	31.03.2011
Annexure G			
	Advance to Collaborating Agencies		
1	Aasra New Delhi	114637	114637
2	Abhoy Mission Agartala	1352440	1096280
3	ADDL Director General of Police Chennai	74483	74483
4	AIIMS Delhi	458200	458200
5	All TripuraSC/ST MMUC Agartala	3670	3670
6	Alp Sankhya Avam Hanjan SKK	0	79000
7	Alzheimers Society (ARDSI) Kerela	2989847	3476241
8	Anna Institute of Management	117572	117572
9	Anugraha Delhi	881265	1261465
10	Calcutta MIGK	980025	1179485
11	Calcutta Samaritans Kolkata	3054025	3208184
12	Centre for Action Research & Training- Bhubaneswar	3803710	3030140
13	Centre for Action Research on ASVU-Tirupati	22400	22400
14	Chairman Deptt Social Welfare- Hyderabad	206600	206600
15	Chief Cordinator Bal Sakha Patna	154886	192000
16	Child Care Programme (NISD)	411142	411142
17	Child Line India Foundation Mumbai	4293533	4293533
18	City Level Prog. Action for Street & Working Children Kolkata	0	76669
19	Core Care India Foundation- Delhi	22400	44800
20	DAIRRC Mumbai	240000	240000
21	Deptt. of Audit CE Delhi University	97874	97874
22	Deptt. of Population Studies	137800	137800
23	Deptt. of Social & Amp Welfare- Nagaland	134000	134000
24	Deptt. of Social & Amp Welfare- Women Dev Kohim	132700	132700
25	Deptt. of Social Defence Gujarat	205987	577657
26	Deptt. of Social Welfare Govt. of Manipur Imphal	406700	268900
27	Deptt. of Social Welfare Guwahati	729844	729844
28	Deptt. of Social Welfare Jaipur	420900	420900
29	Deptt. of Social Work University Andhra Pradesh	191000	183400
30	Deptt. of Social Work Govt. of Meghalaya	239800	239800
31	Deptt. of Social Work University of Delhi	700551	700551
32	Deptt. of Women and Amp Child Development Karnataka	164695	164695
33	Deptt. of Social Security Chandigarh	134300	134300
34	Development Welfare Research Foundation	119784	119784

	Particulars	Current Year	Previous Year
		31.03.2012	31.03.2011
35	DIG of Police Bhopal Range	98580	98580
36	Deptt. of Police CRPF New Delhi	51000	51000
37	Director Deptt. of Social Welfare Bihar	198623	198623
38	Director General of Police Mumbai	156750	156750
39	Director General RCVP Nanornha	135150	135150
40	Director Juvenile WCS & SC Karnataka	234700	127948
41	Director Lady Irwin College	5000	5000
42	Director NIMHANS Bangalore	750333	750333
43	Director of Panchayat & Samaj Seva Chattisgarh	225712	87912
44	Director of Social Defence Govt of Tamil nadu	452882	457882
45	Director of Social Welfare Andaman & Nicobar	0	112688
46	Director of Social Welfare Govt of West Bengal Kolkata	0	110413
47	Director of Social Defence Kerela	437682	575482
48	Director of Social Defence Mizoram	499512	499512
49	Director of Social Defence Pondicherry	131912	131912
50	Director of Social Defence Tripura	131912	131912
51	Deptt of Women & Chhild Development Mumbai	226646	226646
52	Divya Disha Hyderabad	209956	209956
53	DOVE Hyderabad	89000	85000
54	Drug Division Programme (NISD)	819983	819983
55	Fruit and Bud Welfare Association	172800	204300
56	Galaxy Club-Imphal	4133902	4502902
57	GOA State Commission for Children	90574	90574
58	Green Valley Foundation Vishakhapatnam	0	54317
59	Guru Tegbahadur Shiksha	0	79000
60	Gujarat Police Academy Gujarat	125845	125845
61	Hamdard Health Research	79000	79000
62	Haryana Institute of Public Admin	264612	264612
63	Healing Touch	242740	258240
64	Health Mela Sasaram- Bihar	187326	187326
65	Heritage Foundation-Hyderabad	1421300	530700
66	Hotel Samrat- New Delhi	1400000	1400000
67	ICCI New Delhi	86967	86967
68	Indian Institute of Mass Communication	20000	20000
69	Instep Technology	39674	39674
70	Institute of Developtent Studies Jaipur	118588	118588
71	Institute of Judicial Training & Res. Lucknow	152874	152874
72	Integrated Women & Children Development Centre	539575	596175
73	International Longetivity Centre India	855906	681506
74	International Youth Hostel Trust New Delhi	182775	182775
75	Indian Council of Social Research North East Reg.	0	355320

	Particulars	Current Year	Previous Year
		31.03.2012	31.03.2011
76	Indian Federation of Working Journalist New Delhi	0	668800
77	IWCDC IMPHAL	0	281825
78	Jaya Prakash Institute of Social Change Kolkata	984073	869973
79	Juvenile Welfare of Street Children Hyderabad	109929	109929
80	Karnataka Police Academy Mysore	95086	98043
81	Kripa Foundation Kohima Nagaland	5088900	3720900
82	Kirpa Foundation Mumbai	1139203	930603
83	Lok Kalyan Jan Sabha Sajapur	4582	79938
84	Lok Kalyan Jan Sabha Amiti Bhopal	85000	85000
85	MADAT Bhubaneswar	1041202	164822
86	MADURAI Institute of Social Science	520800	207400
87	MANASWI	48060	203560
88	Misc Programme (ACCOUNT DIV.)	3000	3000
89	Mizoram Social Defence & Rehabilitation Board	3795547	3539297
90	Muktangan Mitra Pune	7103752	6263117
91	NADA India Foudnation	82400	82400
92	Nalanda Open University	158400	158400
93	Nashbandi Mandal	66004	66004
94	National Legal Service Authority	125000	125000
95	New IntegratedRural Managing Agency Plan	374600	374600
96	NICSI New Delhi	210918	210918
97	Nightingales Medical Trust Bangalore	2284426	943526
98	Nirvan Haldwani	79000	79000
99	Nirvan Lucknow	218377	218377
100	North East Society Promotion of Youth and Mass	21959	21959
101	Old Age Care Division	93544	93544
102	Open Learning System Bhubaneswar	232530	383933
103	Orissa State Council for Child Welfare	68859	206659
104	Pandit Bachpan Pandey Mahila Vikas Bhawan	79000	79000
105	Police Training College Chennai	64354	110600
106	Pre Account Officer DAVP New Delhi	682013	682013
107	Principal Udaipur School of SEU Rajasthan	86724	137800
108	Prison Deptt. Govt of Orissa- Bhubaneswar	132700	132700
109	Pryas New Delhi	45096	45096
110	PSG College of Arts and Science	136200	136200
111	PSGR Krishanmal College of Women Coimbatore	1159280	912680
112	Rajasthan Police Academy Jaipur	526800	736969
113	Registrar Jain Vishwa Bharti - Rajasthan	137800	137800
114	Registrar MGCGVC Satna	240000	240000
115	Respect Age International Agra	864160	850460
116	SARD	67000	67000

	Particulars	Current Year	Previous Year
		31.03.2012	31.03.2011
117	Sauhard New Delhi	322300	178300
118	Shoshit Mahila Sanstahn	79000	79000
119	Social Justice & Empowerment Govt of HP Shimla	0	261871
120	Social security of Women and Child Development Chandigarh	132700	132700
121	Social Welfare Govt of Meghalya	296500	296500
122	Social Works Deptt. Mysore	231400	231400
123	Society for Empo Youth And Downtrodden	138776	138776
124	SPYM New Delhi	4375219	6349457
125	Sri Venkateshwara University Tirupati	45881	183298
126	Supriya Education Delhi	19160	19160
127	Tallem Research Foundation	0	331400
128	Tej Ram Foundation Delhi	22400	129100
129	The Founder & Chairman MIOSS Madurai	321200	321200
130	Trivendram Social Service Society	0	76933
131	T T Ranganathan Clinical Foundation Chennai	2070763	1842059
132	UP Academy of Management Lucknow	135517	135517
133	Vivekanand Education Society Kolkata	2085488	3894073
134	WSEDP-New Delhi	400400	292700
135	Ashritha	200000	0
136	Baroda Citizens Council Vadodra gujarat	320800	0
137	Bharati Vidyapeeth University	192800	0
138	Centre for Gerontological Studies Kerela	181200	0
139	Changnacherry Social Service Society Kerela	1598900	591500
140	Deptt of Women & Chhild Development Bhubaneswar Orissa	150271	199000
141	Dr Nandama Moses Charitable Trust Vishakapatnam	15000	0
142	ETR for the Disabled Kolkata	95240	0
143	FOTO n MAN Associates Bhubaneswar	95240	0
144	Foundation of Recovery and Enhancement	95240	0
145	Gunjan organisation for Community Development Dharamsala	631000	0
146	Health Fitness Trust	40000	0
147	Hindustan College of Arts and Science Coimbatore Tamil Nadu	190935	199400
148	Indian Alcohol Policy Alliance New Delhi	939000	138000
149	India Harm Reduction Work	120000	0
150	Kripa Foundation Guwahati	15000	0
151	Love in Action Manipur	272280	0
152	Lucknow University	101200	0
153	Manonmaniam Sundaranar University	299000	0
154	Matoshri Bahuddeshiya Vikash Shikshan Sansthan	91200	0
155	NIPSTech at Dwaraka	0	329600

	Particulars	Current Year	Previous Year
		31.03.2012	31.03.2011
156	Opium Deaddiction Treatment Research Trust Rajasthan	789000	0
157	PARIMAARJAN	86400	0
158	RRTC IRDEO Wangabal	528080	0
159	Samarth Tagore Garden New Delhi	221800	385200
160	Social Welfare Department Govt. of Maharashtra Mumbai	199240	199240
161	Society of Empowerment and Advocacy Bharatpur	623400	28800
162	Tamil Nadu Police Academy Chennai	149646	117224
163	TTK Hospital (RRTC South) Chennai	301200	310262
164	Urivi Vikram Charitable Trust	15000	82400
	TOTAL	85457615	80544998

Summarized Details of Year Wise Old Outstanding of 1983-84 to 2003-04

Year	As on 31.03.11	Cleared upto 31.03.12	As on 31.03.12
1983-84 to 1993-94	3288633	0	3288633
1994-95 to 2003-04	0	0	0
1996-97	0	0	0
1997-98	0	0	0
1998-99	0	0	0
1999-00	1900730	0	1900730
2000-01	1730096	0	1730096
2001-02	0	0	0
2002-03	0	0	0
2003-04	0	0	0
TOTAL	6919459	0	6919459



NATIONAL INSTITUTE OF SOCIAL DEFENCE
Ministry of Social Justice & Empowerment
R K Puram, New Delhi

Annexure I

Particulars	Current Year 31.03.2012	Previous Year 31.03.2011
Staff Advance		
Anil Kumar Bhatt	0	4150
Anil Kumar (UDC)	0	1552
Arun Kumar Gupta	0	18692
C Saraswathi	0	48425
D C Jaya Raju	24810	59810
M Sunil Kumar	751250	711649
Nishant Kr. Vishwakarma	90000	3772
Pratima Sharma	25000	0
Dr. R Giriraj	121337	0
Manoj Hatoj	65000	0
Rakesh Kumar	0	1855
Sukendar Kumar	200	0
Punam Rani	2153300	1617792
Vishwanath Prasad	18950	0
TOTAL	3249847	2467697



Annexure J

ACCOUNTING POLICIES AND NOTES TO ACCOUNTS

- 1) The institute was incorporated on 15-07-2002 under the Society's Registration Act, 1860 with the object of developing reviewing and implementing the policies and programs in the field of social defence, old age care and drug abuse. In order to further strengthen the working of the Institute, it was granted aid for the conduct of its various programs as an autonomous body of the Ministry of Social Justice and Empowerment w.e.f 01.04.2004.
- 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 program and for meeting the routine objectives of the institute have been accounted for in the income and expenditure account.
- 4) All expenses incurred for the various programs for Drug Abuse Prevention, Child Care, Old Age, Training programmes, sensitization programmes, international Day etc. and Salary plus others expenses like advertisement expenses, office repair and maintenance, security charges etc of the institute have been considered as the plan expenditure while expenses like staff salaries other than the posts specifically for the job, LTC reimbursement, earned leave etc have been considered as non-plan expenditure.

5) 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 01.04.2004 has been capitalized under different heads and corresponding depreciation accumulated till 31.03.2012 has been credited to separate provision head for different class of assets separately.



6) Depreciation

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

Further, all the assets acquired prior to 01.04.1996 and all the assets costing less than Rs 5000 have been fully depreciated.

7) Inventory

The purchase of stores is charged to expenditure. The closing stock of material lying in the stores as on 31.03.2012 is not material hence the same has not been taken in the closing stock.

- 8) The Receipt and Payment account is prepared as part of the financial statements for the year showing the Receipts and Payments of the funds during the year.
- 9) The Income and Expenditure Account is prepared as part of the financial statements for the year showing the expenses incurred and incomes earned during the year.
- 10) 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.
- 11) 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 31st March 2012. No recovery was made in the current financial year 2011-12. 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 2010-11	Rs. 8.55 crores
Total o/s	Rs. 9.24 crores

The institute collaborates with other organizations 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.

- 12) The comparative figures for the previous year 2010-11 have also been given in the accounts along with the current year's figures for the year 2011-12. The comparative figures have been shown in the Balance Sheet, Income and Expenditure Account,

Receipts and Payments Account and also in the schedules/annexures enclosed therewith.

- 13) Schedule No. A to J are the integral part of the Balance Sheet and have been prepared in the comparative form.

As per our report of even date attached

For National Institute of Social Defence



Lalita Rani
Cashier



DC Jaya Raju
Dy. Director



Lal Sanglur
Director

For Arun Singh & Co.
Chartered Accountants
FIRM Reg. No. 011863N



Ravi Kapoor
Partner

Place: New Delhi

Date: 27.05.2013