

ANNUAL REPORT

2004 - 2005



Pt. Deendayal Upadhyaya Institute for the Physically Handicapped

(Ministry of Social Justice and Empowerment, Government of India)

4, Vishnu Digamber Marg, New Delhi-110 002

website : www.iphnewdelhi.in

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1. MEMBERS OF GENERAL COUNCIL

- | | | | |
|----|--|--|-----------|
| 1. | Shri B.S. Baswan
Smt. Sarita Prasad
Secretary to Govt. of India,
Ministry of Social Justice & Empowerment
Shastri Bhawan, New Delhi | (Till May 2004)
(From June 2004 onward) | President |
| 2. | Smt. Jayati Chandra
Joint Secretary (Disability Division)
Ministry of Social Justice & Empowerment
Shastri Bhawan, New Delhi | | Member |
| 3. | Shri Mrityunjay Sahoo
Financial Advisor,
Ministry of Social Justice & Empowerment
Shram Shakti Bhawan
New Delhi | | Member |
| 4. | Dr. Adinarayan Rao
Chairman-cum-Managing Trustee,
Prema Hospital,
Visakhapatnam, A.P. | | Member |
| 5. | Dr. S.P. Mandal, HOD (Ortho)
Sir Ganga Ram Hospital,
New Delhi | | Member |
| 6. | Prof. S.K. Guha
Prof. of Bio- Medical Engineering
School of Medical Science and Technology,
Indian Institute of Technology
Kharagpur-721 302 | | Member |
| 7. | Dr. A.K. Aggarwal
Deptt. of PMR,
King George Medical University,
Lucknow. U.P. | | Member |
| 8. | Brig. Jagmohan Uppal
Chairman -cum-Managing Director
Artificial Limbs Manufacturing Corporation
G.T. Road, Kanpur, U.P. | | Member |
| 9. | Dr. H.S. Chhabra
Deputy Medical Director,
Indian Spinal Injury Centre,
Sec.-C, Vasant Kunj,
New Delhi | | Member |

- | | | |
|-----|--|--------------------|
| 10. | Shri Diwakar Natu
151, Adarsh Nagar, Dewas Road,
Nagziri, Ujjain,
Madhya Pradesh | Member |
| 11. | Shri Chand Ram
Ex MLA and Social Worker,
House No. 355, Village Dariyapur Kalan
Bawana, Delhi | Member |
| 12. | Shri Madan Sankhla
Pandit Deendayal Upadhyaya Market
Bus Stand Ghosla, Tehsil Mahidpur,
Ujjain, M.P. | Member |
| 13. | Shri Radhey Shyam Upadhyaya
Ex-Mayor
Ujjain, M.P. | Member |
| 14. | Shri Arun Kumar Chaudhary
Social Worker,
51, Ahilya Marg, Mahidpur City,
District Ujjain, M.P. | Member |
| 15. | Shri Kanti Lal Nagar
Advocate
205, Ashiti Apartment,
Nanakhera, Ujjain, M.P. | Member |
| 16. | Dr. Dharmendra Kumar
Director,
PDU Institute for the Physically Handicapped
4, Vishnu Digamber Marg,
New Delhi-110 002 | Member – Secretary |

2. MEMBERS OF STANDING COMMITTEE

- | | | |
|----|---|--------------------|
| 1. | Smt. Jayati Chandra
Joint Secretary (Disability Division)
Ministry of Social Justice & Empowerment
Shastri Bhawan, New Delhi-110 001 | Chairperson |
| 2. | Shri Mrityunjay Sahoo
Financial Advisor,
Ministry of Social Justice & Empowerment
Shram Shakti Bhawan
New Delhi-110 001 | Member |
| 3. | Shri Diwakar Natsu
151, Adarsh Nagar, Dewas Road,
Nagziri, Ujjain, M.P. | Member |
| 4. | Dr. Dharmendra Kumar
Director
PDU Institute for the Physically Handicapped
4, Vishnu Digamber Marg,
New Delhi-110 002 | Member – Secretary |

3. INTRODUCTION

Pandit Deendayal Upadhyaya Institute for the Physically Handicapped is an autonomous organisation under the administrative and financial control of Ministry of Social Justice & Empowerment, Govt. of India. It is situated at 4, Vishnu Digamber Marg, New Delhi. It is conducting graduate courses in the field of Physical Therapy, Occupational Therapy and Prosthetics & Orthotics and is providing comprehensive rehabilitation services to the persons with disabilities.

3.1 AIMS AND OBJECTIVES

The main aims and objectives of the Institute are as follows :-

Human Resource Development

- To undertake the training of Physiotherapists, Occupational Therapists, Prosthetists & Orthotists and such other professionals needed for manning services for the disabled persons.

Rehabilitation Services

- To offer education, training, work-adjustment and such other rehabilitation services as the society may deem fit to orthopaedically disabled persons with or without associated mental retardation.
- To undertake the manufacture and distribution of such aids and appliances as are needed for the education, training and rehabilitation of the disabled persons.

- To provide such other services as may be considered appropriate for promoting the education and rehabilitation of the disabled persons, including organising meetings, seminars and symposia.

Research and Development

- To undertake, initiate, sponsor or stimulate research aimed at developing more effective techniques for the education and rehabilitation of the disabled persons.
- To co-operate with national, regional or local agencies in research or such other activities as may be designed to promote the development of services for the disabled persons.

Dissemination of Information

- To undertake or sponsor such publications as may be considered appropriate.

Miscellaneous

- To do such other things as may be necessary or incidental to the realisation of the above objectives.

3.2 MANAGEMENT

The General Council (GC) and Standing Committee (SC) govern the activities of the Institute. The Secretary to

the Govt. of India, Ministry of Social Justice & Empowerment and Joint Secretary (DD) to the Govt. of India, Ministry of Social Justice & Empowerment are the President and Chairperson of the GC and SC respectively. The General Council lays down the guidelines and policies for the Institute whereas the responsibility of ensuring the execution of those guidelines by the Institute lies with the Standing Committee. Meetings of the General Council and Standing Committee were held during the year 2004-2005 as under :

General Council [21.12.2004

Standing Committee [09.06.2004
18.11.2004
17.12.2004
11.03.2005

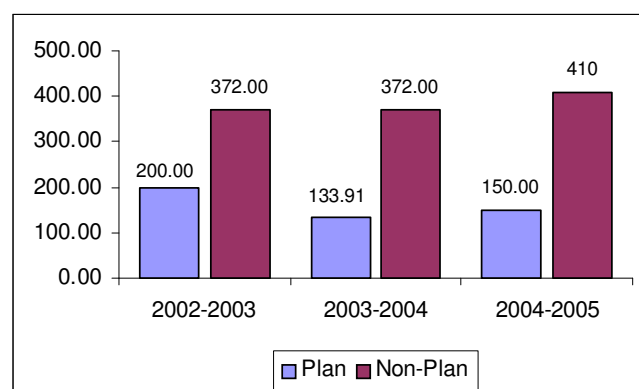
3.3 FUNDS

The Institute is fully funded by the Ministry of Social Justice & Empowerment, Govt. of India. The expenditure incurred on training of physical therapists, occupational therapists and prosthetists & orthotists, provision of rehabilitative devices, supply of aids and appliances, purchase of equipment and machinery, construction and maintenance of building, purchase of raw material for workshop and press, pay and allowances to the staff and other administrative expenditure for smooth functioning of the Institute, is met from the

grant-in-aid received from the Ministry of Social Justice & Empowerment.

The details of funds released by the Ministry during last three years are given below :-

(Rs. in lakhs)		
<i>Financial Year</i>	<i>Plan</i>	<i>Non-Plan</i>
2002-2003	200.00	372.00
2003-2004	133.91	372.00
2004-2005	150.00	410.00



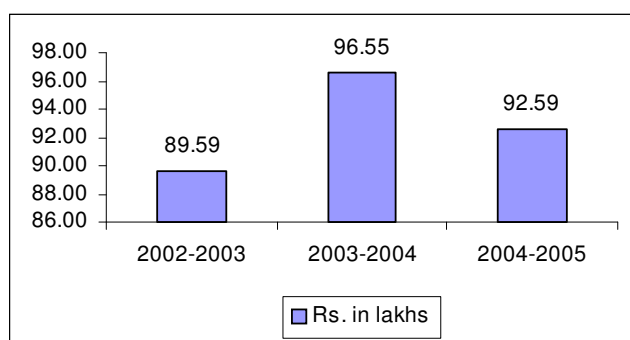
3.4 INTERNAL RECEIPTS

The Institute generates internal receipts through levying fee from the BPT/BOT/BPO students, sale of prospectus, hostel room rent, charges of fitment, sale of aids and appliances, OPD registration charges, printing charges, bank interest, interest on securities and miscellaneous receipts etc. The total amount of internal receipts

generated during last three years are given below:

(Rs. in lakhs)

<i>Financial Year</i>	<i>Total Receipts</i>
2002-2003	89.59
2003-2004	96.55
2004-2005	92.59

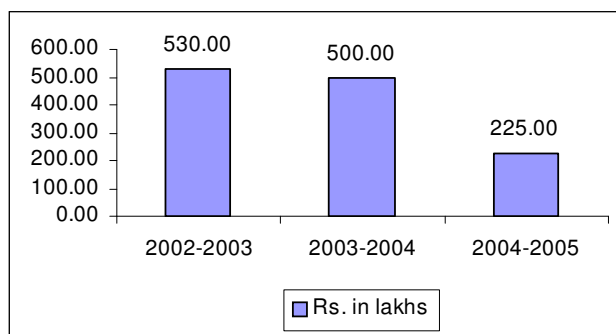


3.5 GRANT IN AID UNDER ADIP SCHEME

The Institute is implementing ADIP (Assistance to Disabled Persons) Scheme of Govt. of India to supply aids and appliances on subsidized rates. The details of Grant in aid received by the Institute during last 3 year under ADIP Scheme to provide subsidy on aids and appliances are as follows :-

(Rs. in lakhs)

<i>Financial Year</i>	<i>Total Receipts</i>
2002-2003	530.00
2003-2004	500.00
2004-2005	225.00



3.6 PROFESSIONAL STAFF AND ADMINISTRATION

The Institute has qualified professional staff in various departments duly supported by the administration and accounts section. The Institute is following reservation policy of Government of India. 24 persons on the staff strength are physically disabled. There are 59 women employees working on various ministerial and professional posts. Of the 178 filled posts, 9 were in the group A, 32 in group B, 103 in group C and 34 were in the group D. Organisational Chart of the Institute is placed at Annexure I (Page 27).

The incumbency of Professionals cum Faculty/Technical posts and their supportive staff in various departments is given below :

S. No.	Department	Professional/ Faculty/ Technical Posts	Supportive Staff
1.	Assessment Clinic	03	03
2.	Occupational Therapy	09	04
3.	Physical Therapy	09	06
4.	Prosthetics & Orthotics	04	01
5.	Workshop	33	08
6.	Integrated School	03	01
7.	Printing Press	20	02
8.	Library	01	05
9.	Hostel	-	03
10.	Accounts	-	11
11.	Administration	01	51
	TOTAL	83	95

3.7 BUDGET AND FINANCE

For the financial year 2004-2005, a budget estimate of Rs. 730.00 lakhs (Plan Rs. 230.00 lakh + Non Plan 500.00 lakh) was approved by the General Council in its meeting held on 21.12.2004. Funds to the tune of Rs. 560.00 lakhs (Rs.150.00 lakhs Plan + Rs. 410.00 lakhs Non Plan) were, however, released by the Ministry of Social Justice & Empowerment during the year 2004- 2005. The expenditure of the Institute has been Rs. 645.67 lakhs (Rs. 125.31 lakhs Plan + Rs. 520.36 lakhs Non Plan) which was met out of the funds allocated by the ministry, internal receipts of the Institute and unutilised grant of the previous year. The details of expenditure under various Plan & Non Plan heads are given below :

1. PLAN

<i>S.No. Sub-heads</i>	<i>(Rupees in lakhs)</i>
1. IPH Extension Services (Establishment of Distt.Centres)	43.55
2. Rehabilitation Services	18.23
3. Camp Services	1.04
4. Sports meet & cultural activities for Disabled	0.63
5. Seminar / Conference /Exhibition	2.03
6. Short Term Awareness Programme	0.46
7. Strengthening of Teaching Faculty & Internship Expenditure	10.95
8. Library Books & Foreign Journals	2.92
9. Building (Renovation, additions, alteration)	24.93
10. Equipment & Machinery	10.23
11. Furniture & Fixtures	3.73
12. Computerisation Programme	5.80
13. Prosthetics & Orthotics Expenses	0.81
Total	125.31

2. NON-PLAN

<i>S.No. Sub-heads</i>	<i>(Rupees in lakhs)</i>
1. Salary and Allowances	270.43
2. Other Establishment Expenses	50.62
3. General Office Expenses	86.50
4. Pensionary Charges	55.93
5. Workshop (Raw Material)	35.26
6. College Division Expenditure	6.03
7. Hostel & Guest House Expenditure	1.59
8. Integrated School Expenditure	0.61
9. Printing Press (Raw Material)	10.39
10. Long Term Advances	3.00
Total	520.36

3.8 USE OF HINDI AS OFFICIAL LANGUAGE

During the year 2004-05, different programmes to encourage use of Hindi, were implemented in the Institute. Annual programme issued by the Department of Official Language, Ministry of Home Affairs, was circulated amongst all the Departments.

14 September, 2004 was observed as Hindi day. The messages of Hon'ble Home Minister and Minister of SJ&E were read amongst the staff. Hindi Month was observed in the Institute from 1st September to 30th September 2004. Hindi Essay, Noting & Drafting, Typing and Hindi Speech/Poem

recitation competitions were organised in the Institute. About 25-30 employees participated in each event in Hindi speaking and Hindi non-speaking categories. The winning participants were awarded with cash prizes and certificates .

Meetings of Official Language Implementation Committee of the Institute were held quarterly . Director himself participated in all the meetings of official language implementation committee of the Institute and Hindi Salahakar Samiti of the Ministry.

4. HUMAN RESOURCE DEVELOPMENT

4.1. LONG TERM COURSES

- To achieve one of the main objectives of the Institute i.e., human resource development in the field of rehabilitation, the Institute is conducting following long term courses:-
 - i) Bachelor of Physical Therapy, Bachelor of Occupational Therapy and Bachelor of Prosthetics & Orthotics of 4½ years duration each affiliated to the University of Delhi.
 - ii) Bridge course of Physical Therapy and Occupational Therapy of one year duration each to upgrade and equalize passed out students of BSc (Hons.) PT/OT of 3½ years duration to 4½ years duration course.
- **MODE OF ADMISSION** – The candidates are admitted to the Bachelor of Physical Therapy/



Clinical discussion in paediatric section of OT Dept.

Occupational Therapy/Prosthetics & Orthotics through an entrance test conducted every year in the month of June/July. Common entrance test for admissions in the Institute was conducted by University of Delhi, South Campus, Benito Suarez Road, New Delhi. A total of 1232 candidates appeared in the Test. The Institute used videography techniques to identify the malpractice users and impersonators in the entrance test so as to ensure fair selection of deserving

candidates. Students were admitted categorywise as per the merit list of entrance test prepared by University of Delhi.

4.2 ELIGIBILITY

The Candidates, willing to seek admission to the courses of Bachelor of Physical Therapy, Bachelor of Occupational Therapy or Bachelor of Prosthetics & Orthotics must have passed one of the following examinations :

- (a) Senior School Certificate Examination of the Central Board of Secondary Education (12 th standard of 10+2 system) or an examination recognised as equivalent thereto with Physics, Chemistry, Biology and English (PCBE) for BPT/BOT/BPO and Physics, Chemistry, Mathematics and English (PCME) for BPO., provided the student has passed in each subject separately.
- (b) Indian School Certificate Examination of the Council for the Indian School Certificate Examination or equipment with PCBE for BPT/BOT and PCBE/PCME for BPO.
- (c) Intermediate/Pre-medical Examination or equipment with PCBE for BPT/BOT and PCBE/PCME for BPO.
- (d) The candidate who have passed one of the above examinations with PCME are eligible for BPO course only.

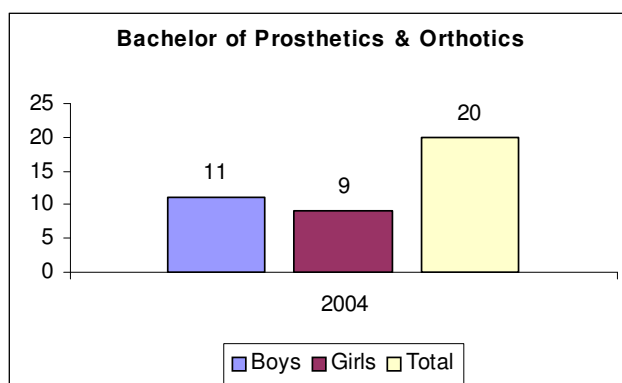
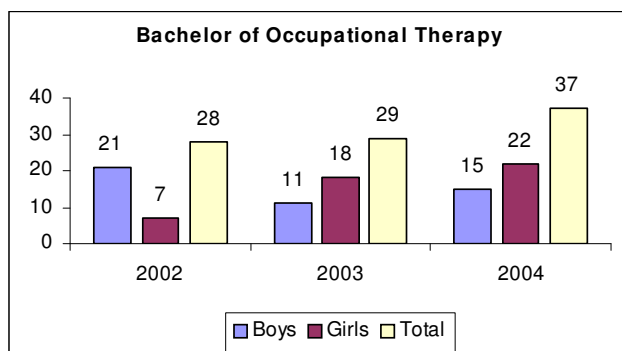
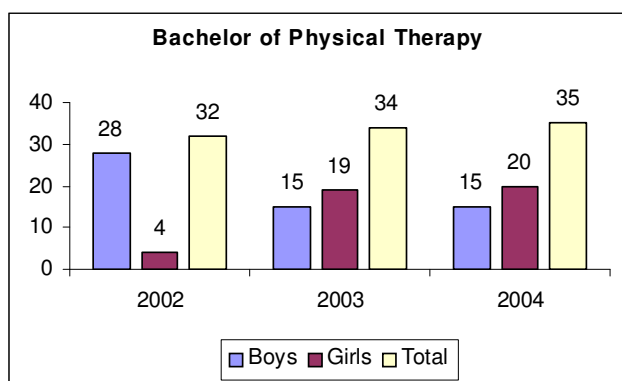
The candidate should have a minimum of 50% marks in aggregate in above mentioned four subjects for general category and 45% for SC/ST/PH/CWAPP category. The Candidate should have completed 17 years of age on or before the 1st day of October 2005. The maximum age limit is 23 years for General category & others and 25 years for SC/ST/PH category candidates.

4.3 INTAKE CAPACITY

- The intake of students in Bachelor of Physiotherapy & Bachelor of Occupational Therapy is 35 students each and 20 students in Bachelor of Prosthetics & Orthotics every year. The Institute admitted students on the basis of their rank in the merit list.

The details of students admitted in these courses during last 3 years are given below :

<i>Course</i>	<i>Admission Year</i>	<i>Boys</i>	<i>Girls</i>	<i>Total</i>
1. Bachelor of Physical Therapy	2002	28	04	32
	2003	15	19	34
	2004	15	20	35
2. Bachelor of Occupational Therapy	2002	21	07	28
	2003	11	18	29
	2004	15	22	37
3. Bachelor of Prosthetics & Orthotics (Started from 2004)	2004	11	09	20
Total		116	99	215



Total number of students in these courses during last 3 years are as follows :

Bachelor of Physical Therapy

Year	2002-03	2003-04	2004-05
Ist Year	32	34	35
IInd Year	21	21	25
IIIrd Year	21	21	20
IVth Year	-	21	20
Internship	21	-	21
Bridge Course	21	20	-
Total	116	117	121

Bachelor of Occupational Therapy

Year	2002-03	2003-04	2004-05
Ist Year	28	29	37
IInd Year	15	17	21
IIIrd Year	19	14	17
IVth Year	-	19	14
Internship	18	-	19
Bridge Course	5	12	-
Total	85	91	108

Bachelor of Prosthetics & Orthotics

Year	2002-03	2003-04	2004-05
Ist Year (Started from 2004)	-	-	20
Total	-	-	20

During the year 2004 - 2005, 249 students were on the roll of the Institute. Apart from regular students there were 16 ex students including 8 in BSc (H) PT and 8 in BSc (H) OT.

4.4 RESERVATION OF SEATS

- 15% and 7½% seats are reserved for the candidates belonging to Scheduled Caste and Scheduled Tribe categories respectively. 1 seat each in both courses is reserved for the students with physical disabilities. Reservation is also provided to foreign nationals, children and widows of the armed personnel who died on duty and for the candidates belonging to states, where such training facilities are not available.

Categorywise details of the students admitted in the Institute during the academic year 2004-2005 are as follows:

S.No.	Course	Gen.	SC	ST	STNA	FN	PH	Total
1.	Bachelor of Physical Therapy	22	06	03	02	01	01	35
2.	Bachelor of Occupational Therapy	25	05	03	03	-	01	37
3.	Bachelor of Prosthetics & Orthotics	14	03	02	-	-	01	20
Total		61	14	08	05	01	03	92

4.5 FACULTY

The Institute has its own faculty in the field of Physical Therapy, Occupational Therapy, Prosthetics & Orthotics and Disability Prevention & Rehabilitation.

- Besides the professional and academic staff available with the Institute, the help of the faculty and other infrastructure of Lady Hardinge Medical College, Dr. Sucheta Kriplani Hospital, Maulana Azad Medical College and Netaji Subash Institute of Engineering & Technology was also obtained to conduct the theory and practical classes of basic health sciences and clinical subjects of these courses. The students are posted in various Govt. and Non-Govt. Hospitals/Organisations also for practical training.

4.6 SHORT TERM COURSES

- The Institute is conducting short term training programmes to update the knowledge of the professionals and personnels working in the field of rehabilitation. The orientation & awareness programmes are also conducted to make different group of people aware of the causes and prevention of disabilities, medical, social, educational and vocational needs of the disabled and about the facilities available for the disabled. A total of 295 participants were benefitted by such programmes. The summary of short term programmes conducted by the Institute and CRC, Lucknow during the year 2004-2005 are as follows :

- One day training programme for VRW's organised by Handicapped Welfare Department, UP Govt. at CRC during the month of April 2004. 25 trainees attended.
- One day training programme for parents of the children with disabilities on Management of



A short-term training programme in progress

Hearing impaired at Kheoli, Distt. Barabanki organised by Spark India held on 7.4.2004. 23 parents attended.

(iii) One day training programme for Anganwadi workers of AWTC-3, Bal Bhawan, DAROGA Kheda, Lucknow on Disability & Rehabilitation at CRC held on 7th April, 2004. 45 Anganwadi workers attended.

(iv) Two One-day Training Programme for Anganwadi trainees of AWTC-III. Daroga Kheda Lucknow, Dated 6th & 7th May 2004, 48 Anganwadi trainees attended.

(v) One day training programme for Anganwadi workers organised by

CRC Lucknow during the month of June 2004, 50 Anganwadi workers attended.

(vi) A "Seminar on Empowerment of Parents of Children with Special Needs" in February 2005 was organised by Gautam Buddha Health Care Foundation, Noida, Friends of the Handicapped, Delhi and PDU Institute for the Physically Handicapped, New Delhi, 55 participants attended the seminar.

(vii) Two 45 days foundation courses were organised for teachers of State Govt. of U.P. to acquaint them about the necessities and care of disabled children in schools. 49 trainees were benefitted.

5. ASSESSMENT CLINIC

The patients attending the Institute are examined by the Orthopaedic Surgeons, Pediatrician and other doctors in the assessment clinic for their rehabilitation requirements. Registration of new patients is done at the registration counter of the Institute located at reception. After initial assessment, the patients are sent to various units such as Physical Therapy, Occupational Therapy, Speech Therapy and Workshop for providing therapeutic treatment and fitment of aids and appliances. The Institute has also arranged the services of a clinical psychologist on

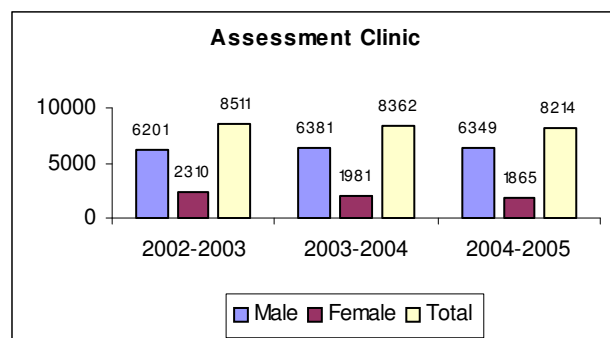
specific days for providing psychological counselling to the patients and persons with disabilities and their relatives.



Assessment Clinic

The details of patients registered and examined in the assessment clinic during last three years are given below: -

<i>Patients</i>	<i>2002-2003</i>	<i>2003-2004</i>	<i>2004-2005</i>
Male	6201	6381	6349
Female	2310	1981	1865
Total	8511	8362	8214



6. PHYSICAL THERAPY DEPARTMENT

The Physical Therapy Department is equipped with latest electrotherapy and exercise therapy gadgets. The patients who



Clinical demonstration in progress

suffer from neurological, muscular and skeletal disorders are provided therapeutic treatment to relieve pain, increase muscle power and restore mobility of the affected joints. The department of Physiotherapy is equipped with Electro-therapy modalities viz : S.W.D., I.F.T., LASER, Ultrasound, T.E.N.S., Electronic cervical and Lumbar traction and P.W. Bath etc. The Students and Internees of Physical Therapy also undergo clinical training in the department.

The department organised a short term training programme to update the

knowledge of professionals and students in Mobilization Therapy and Manipulation Therapy. Trainees from outside the Institute were also provided orientation about the rehabilitation of persons with disabilities and older age people.

The Internees of B.Sc. (Hons.) P.T. were placed for one month internship duty in batches at the following centres :

1. CRC, Lucknow, U.P.
2. DDRC, Patiala, Punjab
3. DDRC, Udaipur, Rajasthan



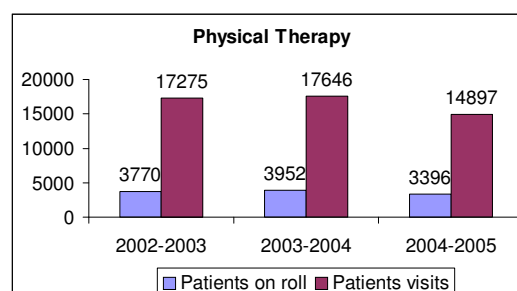
A patient is being treated by Short Wave Diathermy

Academically the performance of the department was encouraging. The result of B.Sc. (Hons.) Physical Therapy (Bridge Course) declared by the University of Delhi, on 4th January 2005 18 candidates who appeared in the examination, 13 were declared successful.

The department provided therapeutic services to the patients/persons with disabilities in the OPD of the Institute. The details of the patients who visited the

Physical Therapy OPD during last three years are given below:

Year	Patients on roll	Patients visits
2002-2003	3770	17275
2003-2004	3952	17646
2004-2005	3396	14897



7. OCCUPATIONAL THERAPY DEPARTMENT

The Occupational Therapy Department, apart from imparting training to B.Sc. (Hons.) Occupational Therapy students, also provides treatment & rehabilitation to the persons with neuromuscular and skeletal disorders. Occupational Therapy is intended to restore physical functions in daily living activities, development of work tolerance & maintenance of special skills.

The results of Part I & Part II examinations of University of Delhi were also very satisfactory as all students of Part II were declared successful. 19 Internees, posted in various hospitals in Delhi, CRC Lucknow and DDRC's at Patiala and Udaipur also successfully completed their internship of six months during the year.

The patients who suffer from poliomyelitis, cerebral palsy, traumatic limb

injuries, spinal cord and nerve injuries are assessed, evaluated and treated in this unit by using various therapeutic activities and equipments to improve or restore functional capabilities.

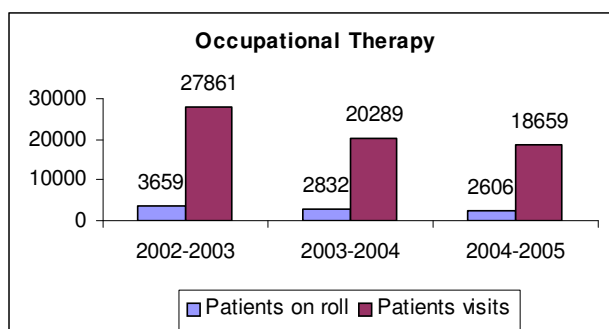


Patients exercising in the Occupational therapy department

The details of patients who visited Occupational Therapy unit for receiving

treatment during last three years are given below: -

<i>Year</i>	<i>Patients on roll</i>	<i>Patients visits</i>
2002-2003	3659	27861
2003-2004	2832	20289
2004-2005	2606	18659



A child being treated by Developmental Therapy

8. SPEECH THERAPY UNIT

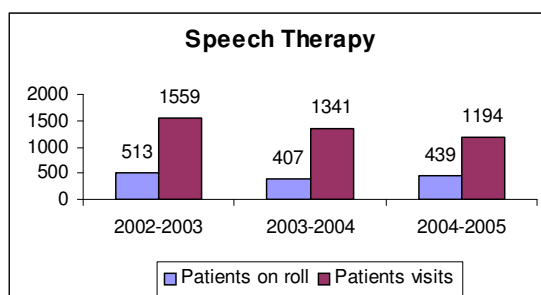
Speech Therapy unit provides services to persons affected with speech and hearing disorders covering all age groups. The services are being provided in the form of speech and hearing assessment and speech therapy.

Hearing aids are also provided to needy hearing impaired persons under ADIP Scheme.

Speech therapy outpatient services also receive patients referred by different hospitals for speech and hearing evaluation and therapeutic management.

The details of patients who were given treatment in Speech Therapy unit during last three years are as follows: -

<i>Year</i>	<i>Patients on roll</i>	<i>Patients visits</i>
2002-2003	513	1559
2003-2004	407	1341
2004-2005	439	1194



9. DEPARTMENT OF PROSTHETICS AND ORTHOTICS

9.1 WORKSHOP

The Prosthetic and Orthotic workshop is catering fitment services to the persons with disabilities. The workshop division is providing prosthetic and Orthotic appliances free or on subsidized rates to the needy disabled, under the ADIP scheme of the Govt. of India. Workshop division has an integrated set up where disabled persons work hand in hand with their non disabled counter parts. A new material called polyurethane foam, a substitute of the willow wood has been introduced. This material is used in preparation of artificial limbs. It makes the prosthesis lighter than conventional wooden prosthesis. The qualified Prosthetist/ Orthotists engaged in the workshop, have added a scientific approach to the art of designing and fabrication of the prosthetic & Orthotic appliances. A good number of amputees have been fitted with below knee endoskeletal prosthesis, which is stronger, quick to fabricate and lighter in weight in comparison to the conventional prosthesis.

9.2 OUTREACH SERVICES

The workshop division is providing sophisticated rehabilitation aids and appliances to PWDs through outreach services. The comprehensive rehabilitation camps are organised in poorly covered districts in collaboration with other National Institutes, DDRCs and reputed Non-Governmental organisations. The support of District Administration is also taken. The tailor-made appliances are

fabricated in the workshop with in the stipulated time frame. These services are provided at the doorstep of the disabled persons through camp approach. These activities are performed under the supervision & guidance of qualified Rehabilitation Professionals.



Fabrication of Orthotic appliances

During the year 2004-2005, 20 numbers of rehabilitation camps were organised by the headquarter team in different States like Delhi, Haryana, Uttar Pradesh, Punjab, Rajasthan, Himachal Pradesh & Andhra Pradesh. The total number of persons benefitted through these camps were 2009.

A total of 1720 beneficiaries were also issued disability certificates by their respective District Medical Board during various camps conducted by the Institute and its CRC and DDRCs.

A total of 3598 persons have been provided aids and appliances at the Headquarter in New Delhi during the year 2004-2005.

9.3 MISCELLANEOUS

- The workshop division officials attended live demonstration on the “Technology on special seats for the Persons with Disabilities” organised in New Delhi. The experts gave their valuable inputs for improvement in the design.
- The officials of the workshop division participated in the National conference on Bio-mechanics held at IIT, New Delhi. A scientific paper on “Application of Bio-mechanics in Prosthetics & Orthotics” was presented.
- The workshop division contributed in the training of courses on “Care for Older Person” organised by the National Institute of Social Defence

(MSJ&E, Government of India) Different techniques used for fabrication of Prosthetic & Orthotic appliances were also demonstrated to trainees.



*Trial of the artificial limb
(Above knee Prosthesis)*

10. EXTENSION PROGRAMMES

With the objective of reaching the unreached and to promote accessibility of disabled persons to rehabilitation services, Govt. of India, Ministry of Social Justice & Empowerment, has decided to set up 5 Composite Regional Centres and 102 District Disability Rehabilitation Centres (DDRC) in different regions of the country. This newly developed infrastructure is meant to provide services to the disabled persons belonging to remote areas. These centers work

as extended arms of the National and Apex level Institutes and provide comprehensive services to persons with different disabilities at one place. The basic objectives of these centers include manpower development, promotion of research, generation of awareness and to provide rehabilitation services including assistive devices to persons with disabilities near their home. One CRC and 6 DDRCs in different states have been allocated to IPH for operationalization. The Institute also

facilitated the establishment of Regional Spinal Injury Centre (RSIC) at Bareilly, UP. The progress made in this regard is as under :

10.1 CRC Lucknow

The temporary services started in a building named Shastri Bhawan situated at Sarojini Nagar, Lucknow (Uttar Pradesh), provided by the U.P. Govt. w.e.f. 26.08.2000. The U.P. Govt. allotted 3 acres of land at Mohaan Road, Near G.B. Pant Polytechnic, Lucknow for construction of permanent building to set up C.R.C. for persons with disabilities. All the formalities for transfer of the land have been completed. The construction of the permanent building has been accomplished by CPWD Lucknow Division. The electrification work was under progress. Building is likely to be handed over in April 2005.



*UP Govt. and UNDP collaborative Camp
at CRC, Lucknow*

10.2 Regional Spinal Injury Centre, Bareilly

The Regional Spinal Injury Centre is catering services to the persons with disabilities since June 2001. Till 31st March 2005,

14582 person have been benefitted through this centre.

10.3 DDRC Patiala

The centre started functioning w.e.f. 1st November-2000 in a building of Red Cross Society provided through the District Administration. The centre was proposed to be handed over to Red Cross Society Patiala through District Management Team. The Deputy Commissioner Patiala has requested to hold the handing over due to their financial constraints.

10.4 DDRC Ballia

The centre started functioning w.e.f. 16th December, 2000 in a building provided by Pt. Mahanand Mishra Smrity Bhawan, at Gram Middha, District Ballia (Uttar Pradesh) through the District Administration and is functioning efficiently.

10.5 DDRC Shimla

6 rooms accommodation has been provided by the State Govt. & District Administration in the premises of Indira Gandhi Medical College, Shimla. Renovation of the old blood bank building has been completed and the required equipments have been installed. The centre became operational w.e.f. 16th Sept. 2002 and is now functioning efficiently.

All the above centers, apart from providing services on day to day basis are also providing services by organising camps in the interior and rural areas of the adjoining districts. These centres are working with the help of staff engaged purely on temporary and contractual basis.

10.6 Establishment of DDRC's in Rajasthan DDRC, Bikaner

District Management Team (DMT) for running DDRC, Bikaner has been constituted. District Collector is the Chairman of DMT. The decision for setting up of DDRC in District Hospital, Bikaner has been taken. Medicare Relief Society has been identified as implementing agency.

DDRC, Jodhpur

DMT under the Chairmanship of District Collector, Jodhpur has been formed. DMT has engaged 3 staff/professionals for running the centre.

The formation of DMT in DDRC, Tonk, Ajmer, Jaisalmer and Jhunjunu is under process.

10.7 Technical Evaluation of Voluntary Organisations

The scheme to promote voluntary action for persons with disabilities simplifies and facilitates procedure for easy access to Govt. support for NGOs with the aim to widen the scope and range of services.

This Institute also provides technical support in assessing the infrastructure available with NGOs in the disability sector. It submits a technical evaluation report to the Ministry to

help in making a decision for the sanction and release of grants under the ADIP scheme and Umbrella scheme to the NGOs.

During the year 2004-05 Institute conducted technical evaluations of about 30 NGOs working in the different parts of the country.

10.8 Polio corrective surgery

Polio corrective surgery camps in association with Handicapped Welfare Department, UP Government, Lucknow and the related district administration, were organised by the Institute in different Districts of the State of U.P. These camps were also organised for children with disabilities under Sarva Shiksha Abhiyan. Details of Beneficiaries district wise in the year 2004-2005 are as follows :

S.No.	District	No. of Beneficiaries
1.	Sitapur	142
2.	Buland Shahar	148
3.	Ghaziabad	94
4.	Unnao	102
Total		486

Caliper fitment has also been done to these children.

Details of activities and physical achievements at CRC and DDRCs during the year 2004-05 are as under :

<i>CENTRE</i> → <i>ACTIVITY</i>	<i>CRC</i> <i>Lucknow</i>	<i>DDRC</i> <i>Patiala</i>	<i>DDRC</i> <i>Ballia</i>	<i>DDRC</i> <i>Shimla</i>	<i>Total</i>
Total patients regd.	4916	1961	2485	563	9925
OT Patients Visit	2829	224	155	257	3465
PT Patients Visit	6089	37	1356	270	7752
Spl. Education & MR, Patients Visit	744	-	382	-	1126
Speech Patients visit	90	9	-	-	99
Hearing patients visit	96	-	628	64	788
Hearing aids supplied	325	676	210	7	1218
P& O aids supplied	2615	773	792	93	4273
Camps organized	21	6	9	2	38
Camps beneficiary	3023	1384	751	61	5219
Training Programme	08 (beneficiaries-246) 02 (45 days foundation courses, beneficiaries-49)	NIL	NIL	NIL	295

11. IMPLEMENTATION OF ADIP SCHEME

The Institute is providing aids and appliances to the Persons with Disabilities on subsidized rates under ADIP Scheme of Ministry of Social Justice and Empowerment, Govt. of India at IPH headquarter as well as in camps. The provisions of the scheme are also extended to the disabled persons through CRC, Lucknow and DDRCs operationalized by the Institute.

The aids and appliances are provided free of cost to those persons whose own or family income is less than Rs. 5000/- per month and 50% subsidy is provided to those whose monthly income was between Rs. 5000/- – 8000/-.

The Institute received a total of Rs. **225.00** lakhs as grant-in-aid from Ministry of Social Justice & Empowerment

during the year 2004-2005 under ADIP Scheme and provided aids and appliances to **9008** persons with disabilities utilizing this grant of Rs. 256.26 including Rs. 1.86 lakh received as interest on the grants lakhs during the year 2004-05.

The number of beneficiaries provided facilities under the scheme through various centres and camps are as follows :

No. of Beneficiaries covered under ADIP Scheme during the year 2004-05.

<i>Place</i>	<i>Number of Beneficiaries</i>
PDUIPH, New Delhi	3598
IPH Outreach Camps	2009
CRC Lucknow	3023
DDRCs (Patiala, Shimla and Ballia)	2196
Total	10826

DISTRICT WISE CAMPS HELD BY PDUIPH, NEW DELHI IN THE YEAR 2004 – 2005

<i>SL. NO.</i>	<i>STATE / UT</i>	<i>PLACE</i>	<i>NO. OF BENEFICIARIES</i>
1	HARYANA	Jind	254
2.	HARYANA	Gurgaon	237
3.	UTTAR PRADESH	Anoop Shahar	216
4.	UTTAR PRADESH	Mathura	113
5.	UTTAR PRADESH	Budhana	17
6.	UTTAR PRADESH	Khatoli	15
7.	UTTAR PRADESH	Siana	260

SL. NO.	STATE / UT	PLACE	NO. OF BENEFICIARIES
8.	UTTAR PRADESH	Baghpat	10
9.	UTTAR PRADESH	Muzaffarnagar	34
10.	JHARKHAND	Bokaro	31
11.	JHARKHAND	Dhanbad	40
12.	JHARKHAND	Hazari Bagh	38
13.	BIHAR	Bihar Sharief	55
14.	PUNJAB	Ropar	221
15.	RAJASTHAN	Jaipur	134
16.	RAJASTHAN	Bharatpur	143
17.	RAJASTHAN	Hanumangarh	25
18.	RAJASTHAN	Sirohi	11
19.	RAJASTHAN	Jhunjhunu	134
20.	HIMACHAL PRADESH	Solan	21
		TOTAL	2009

**DISTRICT WISE CAMPS HELD BY CRC LUCKNOW
IN THE YEAR 2004 – 2005**

SL. NO.	STATE / UT	DISTRICT	NO. OF BENEFICIARIES
1.	UTTAR PRADESH	Nageena (Bijnor)	139
2.	UTTAR PRADESH	Mau	190
3.	UTTAR PRADESH	Azamgarh	222
4.	UTTAR PRADESH	Lucknow	327
5.	UTTAR PRADESH	Lucknow (Surgery)	129
6.	UTTAR PRADESH	Gorakhpur	330
7.	UTTAR PRADESH	Pratapgarh	455
8.	UTTAR PRADESH	Saharanpur	563
9.	UTTAR PRADESH	Lakhimpurkhiri	115
10.	UTTAR PRADESH	Agra	143
11.	UTTAR PRADESH	Mathura	199
12.	UTTAR PRADESH	Sitapur (Surgery)	211
		TOTAL	3023

ACTIVITIES BY DIFFERENT DDRC's DURING THE YEAR 2004 – 2005

SL. NO.	STATE / UT	DISTRICT	NO. OF BENEFICIARIES
1.	PUNJAB	Patiala (Sheikhpora)	48
2.	PUNJAB	Patiala (Followup)	13
3.	PUNJAB	Patiala	32
4.	PUNJAB	Patiala (Patran)	120
5.	PUNJAB	Patiala	26
6.	PUNJAB	Patiala	1145
7.	HIMACHAL PRADESH	Shimla (Chopal)	11
8.	HIMACHAL PRADESH	Shimla (Solani)	50
9.	UTTAR PRADESH	Ballia (Azamgarh)	150
10.	UTTAR PRADESH	Ballia (Jaunpur)	50
11.	UTTAR PRADESH	Ballia (Azamgarh)	250
12.	UTTAR PRADESH	Ballia	127
13.	UTTAR PRADESH	Ballia	125
14.	UTTAR PRADESH	Ballia (Eye Camp)	13
15.	UTTAR PRADESH	Ballia (Eye Camp)	19
16.	UTTAR PRADESH	Ballia	04
17.	UTTAR PRADESH	Ballia	13
		TOTAL	2196

TOTAL NUMBER OF CAMPS HELD DURING LAST 3 YEARS

PLACE	2002-2003	2003-2004	2004-2005
PDU IPH Headquarters	37	29	20
CRC Lucknow	27	48	21
DDRCs	33	54	17
TOTAL	97	131	58

12. HOSTEL

The Hostel block is located within the premises of the Institute. There are separate floors allocated for the boys and girls which include 43 rooms for boys and 24 rooms for girls. The rooms are allotted on a twin sharing basis only to the students belonging to the places outside Delhi. The mess in the Hostel is managed by the students on cooperative basis. The expenditure incurred on running the mess is subsidized by the Institute. There are 10 rooms on the 5th Floor

in the hostel block, earmarked for the guests who come to Delhi either for official work in the Institute or in the Ministry. The occupancy of the hostel as on 31.3.05 was as under :

Occupancy of Hostel as on 31.3.05

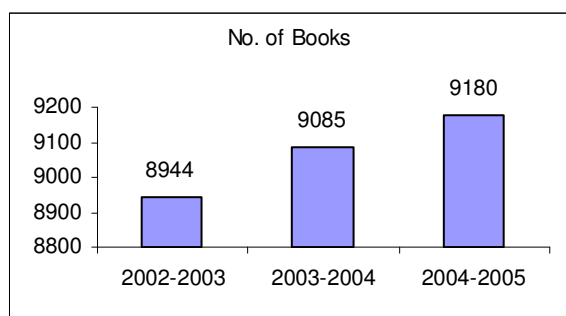
	Boys	Girls	Total
Total Number of Boys & Girls in the Hostel	68	44	112

13. LIBRARY

The Institute has a well equipped Library to cater to the literary needs of Occupational Therapy, Physical Therapy, Prosthetics and Orthotics students and faculty. Students, professionals and doctors of other Institutions can also avail the library facilities by becoming reference members.

There are 9180 titles of professional and non professional subjects available with library as on 31st March 2005. During the period under report 95 new titles were purchased and a total of 30 issues of professional Journals were received.

Year	No. of Books
2002-2003	8944
2003-2004	9085
2004-2005	9180



The Library remains open from 9 A.M. to 8 P.M. on all working days and from 10 A.M. to 4 P.M. on all Saturdays. During the

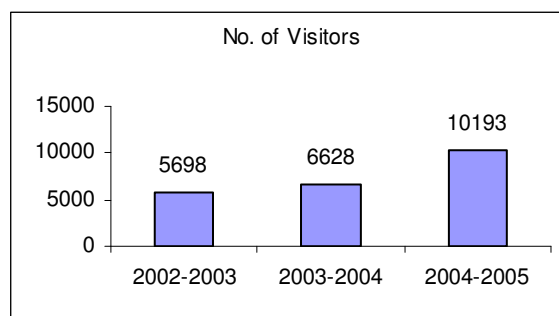
year 2004-2005 a total of 2438 visits were made by the students during the extended hours while a total of 10193 visits were made during routine working hours. The issue



Library of the Institute

and return transactions were 6293 and 6292 respectively. 87 press clippings on disability and other related subjects were also selected and displayed on the library notice board.

Year	No. of Visitors
2002-2003	5698
2003-2004	6628
2004-2005	10193



14. RESEARCH ACTIVITIES

The Institute is collaborating with other organisations in conducting research activities in the field of development of appropriate aids and appliances for the persons with locomotor disabilities.

The Institute has collaborated with Bhagwan Mahavir Viklang Sahayata Samiti, New Delhi in developing 'Synergy Foot' under Science and Technology Mission Mode Project. The prototypes have been developed and its field trial is under progress.

An alternate walking Orthosis (Reciprocal Gait Orthosis) for Paraplegics, Spina Bifida and Cerebral Palsy cases is under development in collaboration with Sahaj Foundation, Delhi through Science and Technology Mission Mode Project. The orthosis developed will be useful for children having paraplegia due to spina bifida or otherwise. The prototype is ready for field testing.

15. INTEGRATED SCHOOL

The Institute is running an Integrated school to impart primary level education to the children with mild to moderate locomotor disability. The school is recognised by the Education Department of Municipal Corporation of Delhi. The children with disabilities are studying together with normal children in this school.

As on 31.03.2004 the school had a strength of 69 children including 52 boys and 17 girls out of whom 40 were disabled. It has 5 primary teachers. The Institute is providing transport facilities to the children from home to school at nominal charges. Uniforms and text books are provided free of cost to these children.



Children of Integrated School

The children are provided with required aids and appliances and those who need surgical intervention for correction of deformity are referred to different hospitals and are also provided with other assistance that they may need.

In the beginning of session 2004-05, 25 students were given new admission.

The children with disabilities are integrated with their normal peers in the school and are given opportunity to interact with children from other schools through

participation in quiz programs, debates, painting competitions and sports meets, Co-curricular activities like clay modelling, dance and music, craft activities and training in physical exercise are integral to the activities of the schools.

The school also has a separate library and small laboratory of its own.

Children of the Integrated School participated in following important programmes :

1. On 3rd December 2004, 10 children of the integrated school participated in celebration of World Disabled Day. They were given the opportunity of presenting bouquet to chief guest Dr. APJ Abdul Kalam, President of India and other dignitaries on the dias at Vigyan Bhavan.
2. 12 children of the integrated school participated in the 33rd National Sport for Handicapped organized by Handicapped Welfare Federation at Jawahar Lal Nehru Stadium in December 2004. 7 children won prizes.
3. Ten children of integrated school participated in a programme organized by National Museum of Natural History, Ministry of Environment and Forest from 8 Feb. to 11 Feb., 2005.
4. NIT Education centre organized a Nine days' computer training programme from 24 Feb., 2005 at Amar Jyoti Research Centre 10

children with disabilities of integrated school participated in it.

5. All the children of integrated school went on an educational tour on 25 Feb., 2005 to visit Qutub Minar, Lotus Temple etc.
6. A Painting contest was organized in the school on 25 November, 2004. All students of the integrated school participated in different categories. Winner students were awarded prizes by the Director of the Institute.



Children of Integrated School enjoying the Metro ride

Two teachers of integrated school under went three months Hindi computer training from 1 Jan. 2005 to 31st March, 2005.

Annual function of the school was celebrated on 30th March, 2005. It began with the lighting of ceremonial lamp by the Director. The children of integrated school presented cultural programme.

16. PRINTING PRESS

The Institute has a medium sized Printing Press to meet the printing and related needs of the Institute, Ministry of Social Justice & Empowerment and other Government Departments. The Printing Press is equipped with DTP system, one A-3 size Gestetner Digital Printer, an automatic two colour Offset Printing Machine, an automatic single colour Offset Printing Machine, one Vertical Process Camera, one

Contact Frame and one Printing Down Frame. The Binding Section is equipped with one Superfax Collator, one Lamination Machine, one Cutting Machine and one Stitching Machine.

During the year 2004-2005, a total of 148 jobs amounting to the value of Rs. 24.63 lakhs (approx.) were executed in the Press Section.



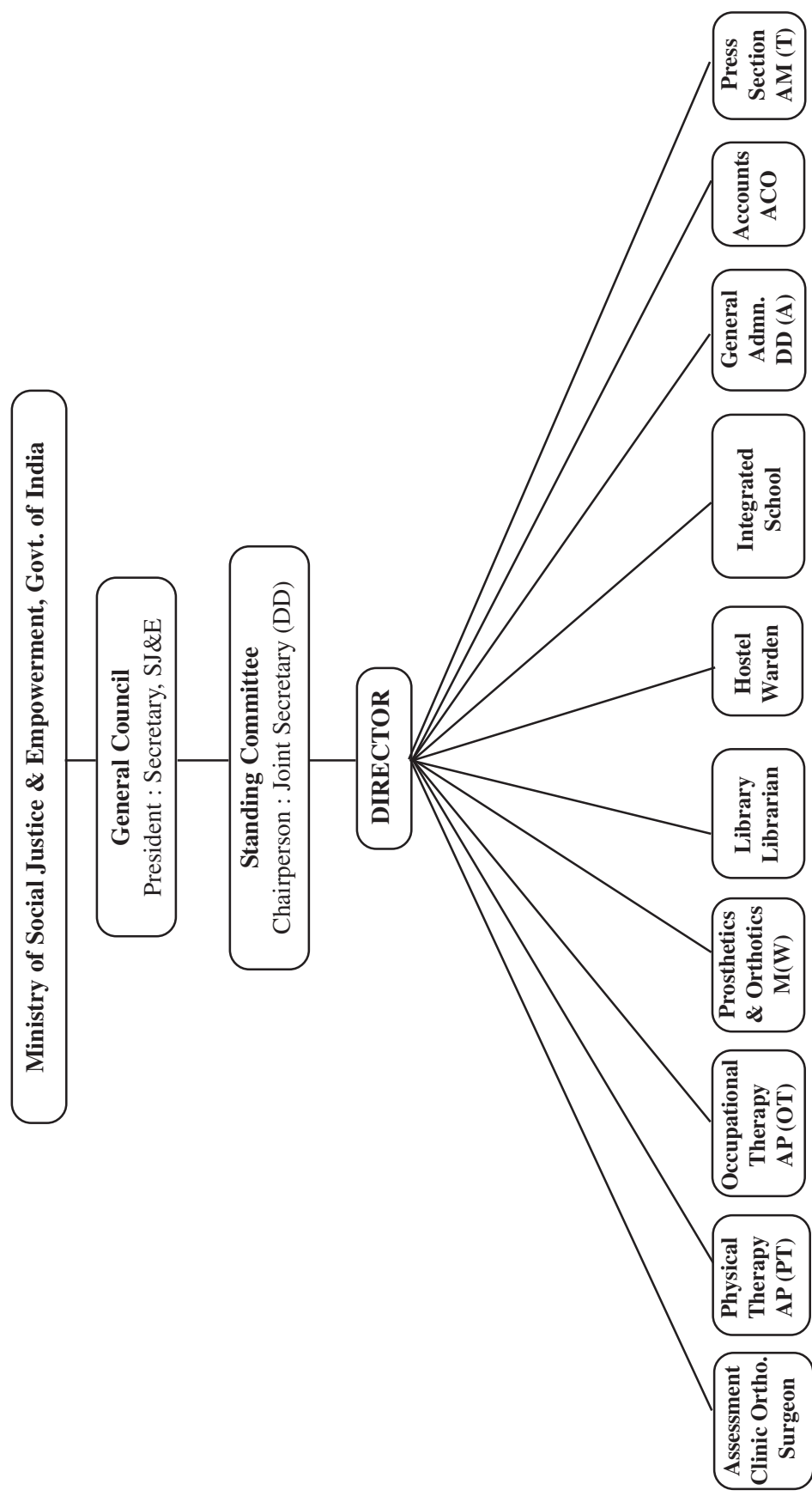
Press Section of the Institute

17. THE INSTITUTE'S CONTRIBUTION IN PRIME MINISTER'S NATIONAL RELIEF FUND

The employees and officers including Director of the Institute contributed Rs. 70,253/- (Seventy thousand and two hundred fifty three only i.e. their one day's salary) from their January, 2005 monthly pay. Ist batch of Bachelor of Prosthetics & Orthotics also

contributed Rs. 1590/- (One thousand five hundred and ninety only) towards the mammoth task of rebuilding and rehabilitation for the Tsunami affected people during the year 2004-05. The aforesaid amount was deposited in the Prime Minister National Relief Fund.

ORGANISATIONAL CHART



AUDIT CERTIFICATE

I have examined the Receipts and Payments Account and Income and Expenditure Account for the year ended 31 March 2005 and Balance Sheet as on 31 March 2005 of the Institute for the Physically Handicapped, New Delhi. I have obtained all the information and explanations that I have required and subject to the observations in the appended Audit Report. I certify, as a result of my audit, that in my opinion these accounts and Balance Sheet are properly drawn up so as to exhibit a true and fair view of the state of affairs of the Institute for the Physically Handicapped according to the best of information and explanations given to me and as shown by the books of the Institute.

Place : New Delhi
Dated : 26.11.2005

Sd/-
Director General of Audit
Central Revenues

**AUDIT REPORT ON THE ACCOUNTS OF
THE INSTITUTE FOR THE PHYSICALLY HANDICAPPED,
NEW DELHI FOR THE YEAR 2004-05**

AUDIT REPORT	COMMENTS OF THE INSTITUTE
<p>Introductory :</p> <p>The Institute for the Physically Handicapped, New Delhi (IPH) an autonomous organisation under the administrative control of Ministry of Social Justice and Empowerment, was registered on 12th November 1976 under the Societies' Registration Act, 1860. The objectives of IPH are to provide education, training and other rehabilitation services to the orthopaedically disabled persons, to undertake manufacture and distribution of aids and appliances needed for rehabilitation of the disabled persons and training of physiotherapists and occupational therapists through courses affiliated to the University of Delhi.</p> <p>IPH is wholly financed by the Ministry of Social Justice and Empowerment, Government of India for its various activities. During 2004-05, IPH received grants of Rs. 5.60 crore (Plan Rs. 1.50 crore and Non-Plan Rs. 4.10 crore) from the Ministry. During the year Institute undertook the project 'Scheme of Assistance to Disabled Persons' (ADIP) and received additional funds of Rs. 2.25 crore and Rs. 3.78 lakh under Science and Technology Alternate Walking Orthosis Project from the Ministry. Out of the grant received during the year, the organisation could utilise Rs. 6.27 crore (Plan : Rs. 1.07 crore and Non-Plan : Rs. 5.20 crore) leaving a balance of Rs. 1.01 crore (Plan : Rs. 1.01 crore and Non-Plan Rs. Nil) as unutilised as on 31 March 2005.</p> <p>The total expenditure of IPH during the year was Rs.6.24 crore (Plan Rs.1.07 crore and Non-Plan Rs.5.17 crore) and its internal receipts were Rs. 92.59 lakh.</p> <p>The audit of accounts of IPH has been entrusted to the Comptroller and Auditor</p>	<p style="text-align: center;">Factually correct</p>

AUDIT REPORT	COMMENTS OF THE INSTITUTE
<p>General of India under section 20 (1) of the Comptroller and Auditor General's (Duties, Powers and Conditions of Service) Act, 1971 for a period of five years from 2004-05 to 2008-09.</p> <p>Comments on Accounts</p> <p>2. Balance Sheet</p> <p>2.1 Liabilities</p> <p>2.1.1 Undisclosed liability and assets under ADIP Scheme Rs. 49.47 lakh</p> <p>Aids and appliances procured from ALIMCO were utilised by IPH in camps organised at various places. The payment for the equipment amounting to Rs. 49.47 lakh, due to ALIMCO was not accounted for by IPH as a liability nor was the cost of equipment distributed to individuals reflected as expenditure out of the ADIP Funds earmarked for the purpose.</p> <p>2.2 Assets.</p> <p>2.2.1 Overstatement of Assets and Capital fund</p> <p>As per physical verification conducted in 2003-04 IPH had unserviceable/obsolete articles costing Rs. 42.44 lakh as on 31st March, 2004. Out of this, articles costing Rs. 2.01 lakh were disposed during the</p>	<p>The expenditure on aids and appliances distributed during camps is made out of an especially earmarked fund i.e. ADIP Scheme. Since the transaction of ADIP account do not affect the Income & Expenditure account of the Institute, the same is maintained on cash basis. Captioned expenditure of Rs. 49.47 lakh relates to the appliances delivered by ALIMCO for the camps organized near the end of the financial year 2004-05. As whole of the amount available in ADIP account was already exhausted, the payment of the same could not be released during 2004-05. The same will be paid on receipt of further grant under ADIP Scheme from the Ministry and depicted in receipt and payment account for the year 2005-06.</p> <p>The Condemnation Committee of IPH has to survey and recommend to condemn these obsolete/unserviceable articles. The same will be done during the current year 2005-06 and shown to next audit.</p>

AUDIT REPORT	COMMENTS OF THE INSTITUTE
<p>year 2004-05. The remaining articles costing Rs. 40.43 lakh are still to be disposed (as on 30 June, 2005). No physical verification of assets was conducted during the year 2004-05.</p> <p>The assets accounts depicted the book value of acquisition without excluding the above obsolete/unserviceable articles costing Rs. 40.43 lakh of the previous years and articles which become obsolete/unserviceable during 2004-05. The assets were thus overstated to the above extent.</p>	
<p>2.2.2 Outstanding advances Rs.1.01 crore.</p> <p>The above included the following amounts lying outstanding for long:-</p> <p>i) Advance of Rs.6.36 lakh was paid to DESU during 1991-92 for construction of an electric Sub-Station in IPH. It was noticed that although the work has been completed, but the adjustment bill against the advance had not been received till July 2005.</p> <p>ii) Advance of Rs.41.95 lakh was paid to NBCC, prior to 1995-96, against their running account bills for the construction of IPH building. The NBCC provided the final cost estimate of the building which is yet to be approved by the Ministry.</p> <p>iii) Advance of Rs. 6.17 lakh was paid to NICSI during 2003-04 for purchase of computers, and was pending due to non-receipt of verified bill from NICSI.</p>	<p>An advance of Rs. 6.36 lakh was paid to DESU during 1991-92 for the purpose of construction of electric sub station in the Institute premises. The DESU completed the allotted work but did not furnish the details of expenditure against the advance . The DESU has been reminded time to time so that advance could be settled but the same have not been furnished so far. Efforts will be made to adjust the same during the current year (2005-06).</p> <p>The final revised estimates of Rs.4.20 crore requires the approval of the Standing Finance Committee of the Ministry. The meeting of the SFC has not taken place so far. As soon as the revised estimates are approved by the Ministry, the advances will be adjusted.</p> <p>The advance was paid to NICSI for purchase of computers for Computer Lab during the year 2003-04. As the same have still not been installed, the bill has not been verified by General Section. The advance will be adjusted on receipt of verified bill and compliance shown to Audit.</p>

AUDIT REPORT	COMMENTS OF THE INSTITUTE																
<p>2.2.3 Sundry debtors (Schedule 12)</p> <p>Out of Rs. 64.14 lakh outstanding as on 31 March 2005, Rs.44.67 lakh was outstanding for periods ranging from 3 to 20 years. It was further noticed that majority of sundry debtors were for printing jobs carried out on credit basis for the various Ministries/ Departments. Steps need to be taken to recover the outstandings immediately.</p>	<p>Out of the total sundry debtors of Rs.59.46 lakhs as on 31.3.2004, a recovery of Rs.16.83 lakhs has been made during the year 2004-05. An amount of Rs.21.51 lakh has further been added during 2004-05. Thus the total outstanding works out to Rs.64.14 lakhs as on 31.3.2005. Out of which an amount of Rs.0.97 lakh has been received during the current year 2005-06 upto 30.6.05. Efforts are being made to recover the balance amount from sundry debtors.</p>																
<p>3. Income and Expenditure Account</p> <p>3.1 Income</p> <p>3.1.1 Last year’s income on account of unutilised grant Sch.17 and 26</p> <p>Income for the year 2004-05 included Rs.1.19 crore representing unutilised grants of previous years. This resulted in overstatement of current year’s income by Rs. 1.19 crore.</p>	<p>The portion of grant actually utilized during a particular year is being shown as current year’s income in IPH. Audit Party may appreciate that we have also deducted the closing balances of unutilized grant from the income. Net effect is as under:-</p> <p style="text-align: right;">(Rs.in lakh)</p> <table><tr><td></td><td>Sch.17</td><td>Sch.26</td><td>Total</td></tr><tr><td>Opening Balance</td><td>58.51</td><td>60.45</td><td>118.96</td></tr><tr><td>Closing Balance</td><td>101.40</td><td>47.28</td><td>148.68</td></tr><tr><td>Net (-) Effect</td><td>42.89</td><td>13.17</td><td>(-) 29.72</td></tr></table> <p>It is therefore stated that as per practice Institute has been showing the unspent grant of last year as income in current year and reflecting in schedule 17. Audit may kindly advise in which schedule it should be shown and drop the para.</p>		Sch.17	Sch.26	Total	Opening Balance	58.51	60.45	118.96	Closing Balance	101.40	47.28	148.68	Net (-) Effect	42.89	13.17	(-) 29.72
	Sch.17	Sch.26	Total														
Opening Balance	58.51	60.45	118.96														
Closing Balance	101.40	47.28	148.68														
Net (-) Effect	42.89	13.17	(-) 29.72														

AUDIT REPORT	COMMENTS OF THE INSTITUTE
<p>4. General</p> <p>4.1 Unverified Assets-Library</p> <p>The IPH has a well equipped Library to cater to the needs of students and faculty. Their were 9181 titles of professional and non-professional subjects available with the library as on 31st March,2005 valued of Rs. 29.95 lakh as per Balance Sheet.</p> <p>It was observed by audit that the IPH has not worked out the value of books in the accession Register and therefore it was not possible to verify the correctness of the above figures shown in the accounts. It was further observed that no physical verification of library books was conducted during the year 2004-05 which is required to be conducted annually as per General Financial Rules. In the absence of the physical verification the correctness of these assets could not be verified.</p> <p>4.2 Physical verification of assets.</p> <p>As per rule 116(1) of GFR 1961, physical verification of assets should be conducted once in a year. But physical verification for the year 2004-05 was not conducted.</p> <p>IPH stated (August 2005) that the physical verification for the year 2004-05 could not be taken up due to shortage of staff.</p> <p>4.3 'Notes to the Accounts' and 'Significant Accounting Policies'</p> <p>As per the Uniform Format of Accounts prescribed by Government of India, Ministry of Finance, the autonomous bodies are required to append to their annual accounts the 'Significant Accounting Policies' and 'Notes to Accounts'.</p>	<p>The compliance will be shown to next audit.</p> <p>The physical verification of the Institute for 2003-04 was conducted by our Internal Auditor, M/s A.P. Kumar and Associates. The General Section has produced the physical verification report for Audit verification along with Stock registers. The physical verification for the year 2004-2005 could not taken due to shortage of staff.</p> <p>Noted for future compliance</p>

AUDIT REPORT	COMMENTS OF THE INSTITUTE
<p>During the scrutiny of accounts it was noticed that IPH has not appeneded the 'Significant Accounting Policies'. Also, in 'Notes to Accounts', significant disclosures like non-applicability of Income tax, treatment of contingent liabilities etc. have not been mentioned.</p> <p>4.4 Non maintenance of Assets register</p> <p>As per Rule 151(4) Undertaking/ Organisations/Bodies which are mainly financed by the grants from Government are required to maintain a register of assets in form GFR-19.</p> <p>During the course of audit, it was noticed that IPH had not maintained assets register. In the absence of the register, the figures could not be verified in audit. IPH is advised to maintain the register in the form GFR-19.</p> <p>4.5 Non maintenance of property register</p> <p>IPH had fixed assets (Land and Buildings) of Rs. 412.32 lakh as on 31March 2005. IPH did not maintain the Property Register, which contains details such as Khasra no./Plot no. of the land, its boundaries, date of completion of the construction of various buildings, expenditure incurred against each item etc. Hence correctness of the figures shown in the Balance Sheet could not be verified in audit.</p>	<p>The Assets register has been maintained since beginning of the Institute and shown to the audit party every year as well as for the year 2004-05. Efforts will be made to maintain it in format GFR-19 as advised by the audit.</p> <p>The Property register (land and building) has been maintained since beginning of the Institute and shown to audit party every year as well as for the year 2004-05.</p>

AUDIT REPORT	COMMENTS OF THE INSTITUTE
<p>4.6 Non-preparation of separate Receipt and Payment Account and Balance Sheet in respect of General Provident Fund Account.</p> <p>IPH did not prepare and append separate Receipts and Payments Account and Balance Sheet in respect of General Provident Fund Account.</p> <p>IPH stated (August 2005) that the receipts and payments in respect of General Provident Fund had been shown in consolidated Receipts and Payment accounts and Balance Sheet.</p>	<p>The receipt and payment in respect of General Provident Fund have been shown in schedule 34 and 43 respectively. The liabilities have been depicted in schedule 5 (3) whereas the assets have been shown in schedule 7 (1 to 5), 9(3) and 11(2).</p>
<p>5 Effect of audit comments on Balance Sheet, Income and Expenditure Account and Receipts and Payments Account</p> <p>The net impact of the comments given in the preceding paras is that as on 31.03.2005 assets were overstated by Rs. 40.44 lakh and income was overstated by Rs. 119.00 lakh.</p>	<p>In view of the parawise clarification furnished above, the paras may kindly be settled.</p>