SH/H.16(1)/2011.12. 10.05.2011

**Material for Annual Report 2010-11 – OLI Section**

Various programmes were arranged during the year to accelerate the activities on Official language Implementation.

**OLI Meetings** **:** The meeting of OLIC were held as follows and proceedings sent to all concerned:

First Meeting : 28.07.2010

Second Meeting : 06.12.2010

**Hindi Training & examination :** After considering the eligibility of candidates appointed as new recruits, following members were nominated for attending Hindi classes in July – Nov 2010 session .

Prabodh : Smt N Devi, Lecturer in Audiology

Sri Raja Sudhakar, Lecturer in Sp.Lang.Sciences

Sri C Chethan, Earmould Technician

Pragya : Sri S. Ram Kumar, Registrar (Academics)

All the members completed the prescribed exams successfully getting first class marks and have been recommended for cash awards subject to fulfilling other conditions for grant of award.

Following staff members have been nominated for Jan- May 2011 training session.

Prabodh : Mr. Nidheesh David Kuruvilla, Sr. Lib & Information Assistant

Praveen : Ms. N. Devi, Lecturer in Audiology

**OL Correspondence:** The following materials for correspondence were rendered in official language Hindi. Following is the list of works undertaken:

|  |  |  |
| --- | --- | --- |
| Sl.no. | Particulars | Nos |
| a. | General Orders, Memos, Notes, and Circulars etc. | 26 |
| b. | Training material/ Handouts | 21 |
| c. | (i) Invitation etc  (ii) Certificates | 02  17 |

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5359 **Hindi cases** who came to the institute for their problems were counseled in Hindi.

**Word a day in Hindi** at five different blocks i.e., in Administrative Block, Academic Block, Library, Therapy Clinic and Pre School was displayed every day.

**Reports:** Monthly, Quarterly, Half yearly and yearly reports on official language were furnished in time. Annual Report 2009-10 Abridge version was rendered in to Hindi and sent to the concerned. Simultaneously, the supplementary detailed Hindi version of Annual Report – 2008-09 (312) was also prepared and kept for use.

**Letters** to outside organizations, Office Notes etc., were **signed in Hindi** in addition to sending replies in Hindi to the letters received in Hindi.

**Distance Education through Video Conferencing facility** at 12 centres of the country has been extended to the clients far and vide in Hindi language The course material has been made available in different languages including Hindi, the official language. 1/3rd of the mid term answer scripts of DHLS examinations written in Hindi were evaluated by the departmental faculty.

**Hindi Competitions (External):** Employees of the institute were nominated for various Hindi Competitions viz., Quiz, Essay, debate etc., conducted by different Central Government Organisations in Mysore organized. Mr. Mallikarjunaiah, Security Officer won II Prize in the Essay competition organized by Central Hindi Institute, Mysore on 25.08.2010.

**Hindi Week, Sept. 2010 :** Hindi Week was conducted in the Institute from 13th to 17th September 2010. Various competitions held on the occasion and prizes were awarded, thus giving impetus for propaganda of official language among the staff and students.

Further, Hindi was extensively used during Lectures, welcome speech, Pledge taking, Vote of Thanks etc., on important occasions like Institute day, Inaugural functions, Vigilance Week etc., thereby creating more avenues for its promotion.

**External Hindi Workshops/ Guest Lectures**

1. Dr. HP Uma Saraswathi, Hindi Translator was deputed to attend Two day Workshop from 26.08.10 to 27.08.10 at Central Institute of Hindi, Mysore.
2. Dr. H P Uma Saraswathi, Hindi Translator was sponsored to give lectures at outside organizations viz., BSNL and DFRL, Mysore, during their Hindi Workshop.

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**Hindi Workshop: Internal**

Two day Hindi Workshop was organized from 17.01.2011 to 18.01.2011 afternoon. A total of 17 participants from various departments attended the same. Faculty from outside organizations were invited as guest lectures. Certificates were issued to the participants after the Workshop.

Hindi ***MILAP*** daily news bulletin was subscribed.

**Hindi Books Library** was kept open for general reading.

**Leap Office Software** is being extensively used at the institute.

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To the Chairman, Annual Report 2010-11 Committee & LIO