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|  | **अखिल भारतीय वाक् श्रवण संस्थान, मैसूरु – 6****ALL INDIA INSTITUTE OF SPEECH & HEARING, MYSURU – 6****SH** |
| SH/H-16(1)/2014-15 10.4.2015 |
| **राजभाषा कार्यान्वयन अनुभाग****Official Language Implementation Cell** |

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1. **Cumulative Statistics (From 1st April, 2014 to 31st March, 2015)**
2. **Hindi Training**

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| Sl. No. | Name of the training | No. of staff trained | Period | Examination Passed |
| 1. | Hindi Classes under HTS at CIIL | Prabodh: 2, Praveen: 2 and Pragya:1 | Jul to Nov 2014 session  | Prabodh: 2, Praveen: 2 and Pragya:1 |
| 2. | Hindi Classes under HTS at CIIL | Praveen: 5 | Jan to May 2015 session  | Exam to be held in the month of May 2015 |
| 3. | Basic Training Programme to work in Hindi on Computer under HTS at CIIL, Mysore sponsored by the OL Dept., Ministry of Home Affairs | 2 staff members1 staff member | 1.12.2014 to 5.12.201415.12.2014 to 19.12.2014 | Certificate received by 3 staff members |
| 4. | Hindi Classes under HTS at CIIL, Mysore  | Praveen: 5 | Jan to May 2015 session - **Ongoing** | Exam to be held in the month of May 2015 |
| 5. | Re-designed Translation Training Programme at Central Translation Bureau, Bengaluru | 2 staff members | 09.03.2015 to 13.032015 | Certificates received by 2 staff members |

1. **Material Development / Translation**

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| Sl. No. | Type / Title of material | Nature of Work | Numbers |
| 1. | Annual Outcome Budget Documents | Translation & Typing in Kruti Dev Font in the month of November | 16 Pages |
| 2. | Institute Annual Report 2013-14 – Hindi version | Translation from English to Hindi | 180 Pages |

1. **Workshop Organized**

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| 1. ***Internal Hindi Workshop***
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| **Sl. No.** | **Title**  | **Date** | **Number of participants** |
| 1. | First Internal Hindi Workshop | 3.6.2014 to 4.6.2014 | 4 staff members |
| 2. | Second Internal Hindi Workshop | 20.10.2014 | 5 staff members |
| 3. | Third Internal Hindi Workshop | 17.12.2014 to 18.12.2014 | 29 staff members |
| 4. | Fourth Internal Hindi Workshop | 10.2.2015 | 4 staff members |

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| 1. ***External Hindi Workshop***
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| Sl. No. | Title  | Date | Number of participants |
| 1. | 76th Platinum Jubilee Seminar cum Hindi Workshop by Raj Bhasha Sansthan, New Delhi | 29.4.2014 to 1.5.2014 | 2 staff members (Dr. H.P. Umasaraswathi & Smt. N. Parimala) |

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| Sl. No. | Title  | Date | Number of participants |
| 2. | 27 th  Hindi Conference & Workshop at Panaji, Goa organized by Rajabhasha Avam Prabandhan Vikas Sansthan, New Delhi | 28.10.2014 to 30.10.2014 | 1 staff member (Dr. H.P. Umasaraswathi, HT) |
| 3. | 4th OL Conference under the auspices of Ministry of Health & Family Welfare at HLL Life Care Ltd., Tiruvananthapuram | 29.12.2014 to 30.12.2014 | 1 staff member (Dr. H.P. Umasaraswathi, HT) |

1. **Invited Lectures Delivered**

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| Sl. No. | Venue & Occasion | Topic | Resource Person |
| **By Invities** |
| 1. | Meeting Hall, Administrative Block, AIISH, Mysuru - First Internal Hindi Workshop | कार्यालयीन टिप्पण व आलेखन तथा कंप्यूटर पर प्रयोग | Smt. Shashikala Asst. Director (OL), BSNL, Mysuru |
| 2. | Meeting Hall, Administrative Block, AIISH, Mysuru - First Internal Hindi Workshop | कार्यालयी पत्राचार हिंदी में | Sri Sangya Naik, Hindi Translator, BSNL, Mysuru |
| 3. | Meeting Hall, Administrative Block, AIISH, Mysuru - Second Internal Hindi Workshop | राजभाषा स्वरूप, चुनौतियाँ और संभावनाएं / General Noting & Drafting in Hindi | Smt. Anitha, Hindi Officer, CFTRI, Mysuru |
| 4. | Meeting Hall, Administrative Block, AIISH, Mysuru - Second Internal Hindi Workshop | Typing Hindi on Computers with practical orientation | Sri Subhodh Kumar Singh, Translator, Income Tax Dept., Mysuru |
| 5. | Mini Seminar Hall, Academics, AIISH, Mysuru - Third Internal Hindi Workshop | राजभाष नीति कार्यान्वयन | Sri L. Govardhan RaoSenior Manager (OL), Corporation Bank, Mysuru |
| 6. | Mini Seminar Hall, Academics, AIISH, Mysuru - Third Internal Hindi Workshop | हिंदी में कारक | Smt. Rekha Agarwal, Lecturer, PG Department of Hindi, UOM, Manasagangothri, Mysuru |
| 7. | Mini Seminar Hall, Academics, AIISH, Mysuru - Third Internal Hindi Workshop | पत्र व्यवहार | Smt. Shashikala Asst. Director (OL), BSNL, Mysuru |
| 8. | Mini Seminar Hall, Academics, AIISH, Mysuru - Third Internal Hindi Workshop | कार्यालयीन हिंदी के प्रयोग में आनेवाली समस्याएँ व उनका समाधान | Sri TeckhandLecturer, HTS, CIIL, Manasagangothri, Mysuru |
| 9. | Mini Seminar Hall, Academics, AIISH, Mysuru - Third Internal Hindi Workshop | विज्ञान एवं प्रौद्यौगिकी प्रसार में हिंदी की भूमिका | Dr. S. Lakshmi Narayan Aurora, Professor, UOM (Retd.), Kuvempunagar, Mysore |

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| 10. | Mini Seminar Hall, Academics, AIISH, Mysuru Third Internal Hindi Workshop | ने प्रत्यय, का के-की का सही प्रयोग एवं लिंग विर्णय | Smt. Bhargavi R. Gopal Hindi Officer, DFRL, Siddhartha Layout, Mysuru |
| 11. | Mini Seminar Hall, Academics, AIISH, Mysuru Third Internal Hindi Workshop | कंप्यूटर में यूनिकोड पर प्रशिक्षण | Sri M.K. AnanthaSenior Manager (Computer), Corporation Bank, Mysuru |
| 12. | Meeting Hall, Administrative Block, AIISH, Mysuru - Fourth Internal Hindi Workshop | सरकारी कामकाज़ में सरल एवं सहज हिंदी | Dr. Narayana Reddy, Lecturer, RIE, Mysuru-6 |

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| **By AIISH Staff** |
| 1. | Mini Seminar Hall, Academics, AIISH, Mysuru - Third Internal Hindi Workshop | अ भा वा श्र सं में सूचना प्रौद्योगिकी तथा वेब साइट पर हिंदी का प्रयोग | Prof. Ajish K. AbrahamHOD – Electronics, AIISH Mysore |
| 2. | Meeting Hall, Administrative Block, AIISH, Mysuru - Third Internal Hindi Workshop | Use of Hindi on computes with practical orientation | Dr. H.P. Uma SaraswathiHT, AIISH, Mysuru |
| 3. | CFTRI, Mysore - Hindi workshop | टिप्पण और आलेखन | Dr. H.P. Uma SaraswathiHT, AIISH, Mysuru |
| 4. | BSNL, Jayalakshmipuram, Mysore – Hindi workshop | राजभाषा नीति एवं हिंदी कार्यान्वयन | Dr. H.P. Uma SaraswathiHT, AIISH, Mysuru |
| 5. | Income Tax Office, Mysore – Hindi workshop | हिंदी पत्राचार और टिप्पण | Dr. H.P. Uma SaraswathiHT, AIISH, Mysuru |
| 6. | BARC, Mysore – Hindi workshop | Communication Disorders – An overview | Dr. N. SwapnaProf. of & HOD – Special Education, AIISH, Mysuru |

1. **Papers Presented**

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| Sl. No. | Topic | Venue & Occasion | Name of the Person |
| 1. | भाषा प्रोद्योगिकी एवं पुनः सृजन | 76th Platinum Jubilee Seminar cum Hindi Workshop from 29.4.2014 to 1.5.2014 organised by Raj Bhasha Sansthan, New Delhi at Nainital, Uttarkhand | Dr. H.P. Umasaraswathi, HT was awarded with First Prize |

1. **Awards / Prizes / Testimonials**

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| Sl. No. | Details of the awards / prizes received |
| 1. | Our institute was awarded with **कार्यालय ज्योति स्मृतर चिन्ह पुरस्कार** during the 76th Platinum Jubilee Seminar cum Hindi Workshop from 29.4.2014 to 1.5.2014 organised by Raj Bhasha Sansthan, New Delhi at Nainital, Uttarkhand for bringing out the reference materials and excellent publication in Hindi. A paper on **भाषा प्रोद्योगिकी एवं पुनः सृजन** was presented by Dr. H.P. Umasaraswathi, HT, which was awarded with **Best Paper Award**. |

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1. **Major Activities / events carried out under the aegis of the Section** (A brief note in not more than five sentences about each activity / event)

**Hindi Day / Week:**

Hindi Week from 15th to 19th Sept 2014. The events of the week commenced from Hindi Day i.e., 14th Sept 2014 by Display of word a day & slogans on progressive use of Hindi in bilingual at 5 major Depts./Sections along with the events displayed on AIISH network. Many innovative Hindi Competitions viz., written quiz on Hindi Grammer, Pick-N-Speak, One minute game, Group singing were conducted for staff, Research fellows & students in different categories from Reg. A, B & C. Hindi week was concluded with Prize distribution to the winners of competition on Valedictory function.

**Translation of Hindi version Annual Report 2013-14 from English to Hindi:**

 The English version of Annual Report 2013-14 (164 pages) was translated to Hindi (180 pages) by Dr. H.P. Umasaraswathi, HT. The same was printed and released during the Third Hindi Internal Workshop. Keeping in view, the tradition of continuing the timely laying of Annual Report / Audited Statement of Accounts of AIISH, the Hindi version of Annual Report for the year 2013-14 was submitted in time to be placed before the Ministry for laying them on the table of the both Houses of Parliament. The copies of the same are being sent to various Central Government Offices and Ministry, which are connected with Implementation of Hindi.

**OLIC Meeting for the year 2014-15:**

1. The First OLIC Meeting was held on 25.6.2014 for the Quarter April to June.
2. The Second OLIC Meeting was held on 7.11.2014 for the Quarter July to September.
3. The Third OLIC Meeting was held on 16.1.2015 for the Quarter October to December.
4. The Fourth OLIC Meeting was held on 13.2.2015 for the Quarter January to March.
5. **Any Other**
6. TOLIC Meeting held on 16.10.2014 – Dr. K. Rajalakshmi was deputed to the meeting.
7. Word a day on progressive use of Hindi in bilingual at 5 following major Departments/Sections are being displayed.

* Academic Block
* Library
* Therapy Clinic
* Pre-School
* Administrative Block
1. Renewal / Continuation of Subscription to Hindi Daily News Bulletin MILAP in the year 2014-15.
2. Monthly, Quarterly, Half yearly and Annual Report in connection with Implementation of Hindi are being sent well in time to the respective Department of Ministry (offices).
3. Dr. T. Jayakumar and Mr. Jawahar Antony were awarded with Cash prize on passing of Hindi Praveen Exam of November 2013 in August 2014 and Personal Pay equivalent to one increment was also awarded for 12 months.

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1. Mr. Arunraj, Mrs. Prathima, Mrs. Megha, Ms. Jyothi & Mrs. Pavithra – were awarded with Cash prize on passing of Hindi Prabodh, Praveen & Pragya Exams of November 2014 in February 2015 and Personal Pay equivalent to one increment was also awarded to Ms. Jyothi, Mrs. Megha and Mrs. Pavithra for 12 months
2. Letters received in Hindi / replied to in Hindi, including those connected with RTI Act.
3. Hindi was used during Lectures, Welcome Speech, Pledge taking, Vote of Thanks, etc., on important occasions like Institute Day, Inaugural functions, etc., thereby creating more avenues for promotion of OL.
4. Hindi Software’s namely: Uni-code, Hindi Indic Input 2, are being continuously used in more numbers.
5. DHLS Course Materials were translated by the Central Translation Bureau, New Delhi and are being typed by AIISH staff. – Ongoing
6. C4D2 Course Material was translated by the Central Translation Bureau, New Delhi.

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| Sl. No. | Particulars | Nos. |
| a. | General Orders Memos, Notes and Circulars, etc., | 40 |
| b. | Invitation, etc., | 8 |
| c. | Certificates | 295 |
| d. | Advertisement | 1 |
| e. | Slogans | 15 |
| f. | Name Boards | 1 |
| g. | Rubber stamps | 10 |
| h. | Brochure | 2 |
| i. | E-Mails sent in Hindi/ Bilingual | 200 |
| j. | Fax sent in Hindi / Bilingual | 15 |

 On leave

HT

 Sd/-

 Administrative Officer