**ALL INDIA INSTITUTE OF SPEECH AND HEARING: MYSORE – 06**

SH/LIC/HR/2013-14 10.10.13

**CIRCULAR**

 Sub: Annual Report of the Dept. of H&FW- Submission of Material-reg.

 Ref: Ministry Letter No.Z-21021/2/2011-PH-I dated 30.09.13

With reference to the above, all the Heads of the Departments/Sections are hereby informed to submit a draft report of the activities carried out by the respective Department/Section during the period 1st April to 30th September, 2013, in the format attached herewith, on or before **21.10.13**. A soft copy of the material should be emailed to lio@aiishmysore.in.

 Director

Copy to:

1. Director’s Office

2. Heads of Departments/ Sections of Audiology/ Clinical Psychology/ Clinical Services/ CREDM/ Electronics/ ENT/ Material Development/ POCD/ Special Education/ Speech Language Pathology/ Speech Language Sciences/ Academic / Adm. Office/ Accounts/ Engineering / Horticulture/ Library/ OLI/ Internship / NSS

3. Central Public Information Officer

4. DHLS Overall Coordinator

5. Public Information Officer

6. Public Lecture Series Coordinator

7. Vice President, AIISH Gymkhana

8. O/c