ALL INDIA INSTITUTE OF SPEECH AND HEARING
AIISH GUESTHOUSE

SH/LIC/M.R/2017-18 09.03.18

 Sub: Monthly Report for the Month of February -2018

 Ref: SH/LIC/M. Rep/2017-18 dated 25.09.17

Respected Madam

With reference to the above, please find attached the Monthly Report pertaining to the AIISH Guesthouse for the month of February -2018. A copy of the same has been e-mailed to aiishreports@gmail.com.

Thanking you,

 Yours faithfully,

 Library and Information Officer

**ALL INDIA INSTITUTE OF SPEECH AND HEARING**

AIISH GUESTHOUSE

**Monthly Report for the Month of February -2018**

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| --- | --- | --- | --- | --- |
| **No. of Room Occupation** | **Total Amount Collected** | **Details of Rent Waved off, if any** | **Expenses** | **Remarks** |
| **Category** | **Amount** |
| 33 |  Rs.43,400/- | Department of Special Education Occupy 3 A/c Rooms on 1to 2nd February.Department of Clinical Services Occupy 1A/c Room on 8th to 9th February.External Auditor Mr. T. N. Chandramouli Occupy 1.A/c Room on 6th to 10th February. Dr. Abhishek Shrivatava Asst. Professor, IIT. Occupy 1 A/c Room 15th to 19th February. | Nil | Nil | Approval No: SH/Spl.Edn/Seminar-ASD/2017-18.dated24.01.2018SH/DCS/GL-1/2017-18.dated 29.01.2018SH/ISO/IQA/2017-18.30.01.2018SH/Ele/2017-18 dated 12.02.2018. |

Report prepared by: Mahendra. R Checked and verified by

 (sd/-)

 Guest house In-charge