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|  **AÎZÉsÉ pÉÉUiÉÏrÉ uÉÉMçü ´ÉuÉhÉ xÉÇxjÉÉlÉ, qÉæxÉÔU-6****ALL INDIA INSTITUTE OF SPEECH & HEARING: MYSORE-06****संप्रेषण न्यूनता व्यक्तियों के लिए टेल- केन्द्र****TELE-CENTER FOR PERSONS WITH COMMUNICATION DISORDERS** |

**Monthly Report for the Month of September-2016**

1. ACADEMIC ACTIVITIES
2. Short-term Training Programs:- NIL
3. Clinical Observation Posting of Students from other Institutes-NA
4. Virtual Seminars/Conferences/Workshops/ Staff enrichment program attended - NIL
5. Guest Lectures: NIL
6. Guest Lectures: NIL
7. Additional Academic Services rendered by the Faculty and Staff-: Nil
8. Clinical Observation Posting of Students:
	* Orientation on TCPD to students posted (I MSc SLP 1st 2016 SEM– 8/9/16, 19/9/16, 27/9/16)
* Orientation on TCPD to students posted (II MSc AUD 1st 2016 SEM–1/9/2016, 19/9/2016)
	+ Observation of therapy cases (09 students) - 07
	+ Hands on experience (09 students) - Tele intervention - 09
	+ Assignments

1. Virtual Seminars/Conferences/Workshops/ Staff enrichment program: 03

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| --- | --- | --- | --- | --- | --- |
| **Sl. No** | **Name of the Dept/ Section** | **Topic** | **Resources person** | **Date of presentation** | **No. of Participants** |
|  | Staff of TCPD, Centres connected to: Ranchi, Ajmer, Lucknow, Delhi, Bhagalpur, Jabalpur, Shimla, and Cuttack | ***TBI-Causes, Impairments and Management: An overview from SLP’s perspective*** | Ms. Yashaswini, Clinical Supervisor & Ms. Sonam Beliappa, SLP | 09.09.2016 | 70 |
|  | Staff of TCPD, Centres connected to: Ajmer, Lucknow, Delhi, Bhagalpur, Jabalpur, Shimla, and Cuttack | ***Dysphagia Evaluation and Management in stroke*** | Ms. Ankita Bhutada, Speech Language Pathologist | 22.09.2016 | 50 |
|  | Staff of TCPD, Centres connected to: Ajmer, Lucknow, Delhi, and Cuttack | ***Assessment and Management of Cognitive Linguistic impairments in Acquired brain injury*** | Ms. Ankita Bhutada, Speech Language Pathologist | 29.09.2016 | 40 |

**Prof. K. S Prema, Professor of Language Pathology: -**

* Planning and administration of TCPD activities
* Coordinated conduct of tele-orientation/Virtual Seminar
* Coordinator for the development of App for tinnitus identification and management by the staff deputed to TCPD. Initiated the work on 21-09-2016

**Dr. Malar, Reader in Special Education (Deputed Staff to TCPD one day/week)**

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| Outreach Clinical Activities | Educational Guidance and/or Assessment: 0 | (ii)Via Video Conferencing: Nil |
| Material Development | * Completion of glossary on special education with 120 entries (submitted on 09.09.2016)
* Preparation of poster for school children regarding awareness about LD in view of world literacy day (submitted on 02.09.2016)
* Development of screening checklist for academic attainment for mathematics grades I to V on 16 & 23.09.2016 – yet to be type and submit for HOD’s perusal
* Developing adapted lessons for III grade English (outside working hours)
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**Dr. Niraj Kumar Singh, Lecturer in Audiology (Deputed Staff to TCPD two half days/week)**

* + Discussed about CAPD School Screening
	+ Discussed about Tinnitus App

 **Ms. Yashashwini. R, Clinical Supervisor:**

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| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | - | - |
| Tele-Intervention - Video Conference | 00 | 00 |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 04 | 11 |
| E-mails Queries | 20 |
| Telephone | 2 |
| Material Development | * Preparation of assessment and therapy materials for the clients. Documentation and updating of the online therapy sessions.
* Editing of the video on TCPD
* Sent abstracts for Telemedicon 2016 “Issues in Assessment and Management of Communication Disorders through Tele-Mode: A Sample Survey”
* Created new skype id telecenteraiish@gmail.com
* Attended monthly meeting on 27.09.2016 between 12:00 to 1:00
* Passed on grade level assessment (adapted to ppt) to Ms. Sujitha for compilation.
 |
| Assistance for Administrative Activities | * Revision of Terms and Conditions for clients to avail tele-services at TCPD in progress, working on exit criteria
* Revision of Work instructions for staff at TCPD in progress
* E-mail communication with Swift solution to upload video on TCPD change of the title of the existing video and information on the institutional membership of TSI
* Assisted in organizing the virtual seminar on “Dysphagia evaluation and management in stroke” on 22.09.2016 and “Assessment and Management of cognitive linguistic impairments in ABI” on 29.09.2016 by Ms. Ankita Bhutada, SLP, Ahirubai Ambani Hospital, Mumbai.
* Created feedback forms for tele-service beneficieries on google forms, ran trial, Head- TCPD finalized the forms
* Created feedback forms for dropout cases on survey monkey, ran trial, Head-TCPD finalized the form
* Planning and work distribution among TCPD staff for Peer evaluation inputs.
 |
| Others | * Delivered Tele-orientation on “TBI: causes, Impairments and Management: An Overview from Speech Language Pathologists’ Perspective” with Ms. Sonam
* Attended virtual seminar on “Dysphagia evaluation and management in stroke” on 22.09.2016 by Ms. Ankita Bhutada between 10:30 am to 12:30 pm.
 |

 **Ms. M. Sonam Belliappa, SLP (Grade-I)**

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| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment – Video Conference | 0 | 0 |
| Tele-Intervention – Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 0 | 0 |
| Tele-Intervention-Skype | 5 | 47 |
| E-mails queries | 10 |
| Telephone | 20 |
| Material Development  | * Made PPT’s on different lexical categories for the clients.
* Compiling the videos and ppts of the orientation on “central Vestibular Assessment”
* Proof Reading the Hindi translation of the book “Attention and Concentration.
* Recording of a success story, (Client Name: Sriyans, PD: ((?)AF)
 |
| Orientation Programme | * Participated as a Resource Person for the teleorientation on the topic "TBI-Causes, Impairments and Management: An overview from SLP's perspective" on 09.09.2016
* Virtual Seminar on 22/9/16 on the topic “Dysphagia Evaluation and Management in Stroke” by Ms. Ankitha
* Virtual Seminar on 29/9/16 on the topic” Assessment and Management of Cognitive Linguistic Impairment in Acquired Brain Injury” by Ms. Ankitha
 |
| Assistance for Administrative Activities | * Verified the telephone bill (July 2016)
* Follow-up of VC cases and networking with staff of different DHLS centers for the tele orientation program..
* Assisting the Graphic Designer in the making of the participation certificates.
* Compiled the feedback forms of the orientation.
* Updated the sessions and data related to the clients for the ISO inspection.
* Maintenance of hygiene log book.
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers
* Attended the monthly meeting on 27/9/16
* Discussed regarding the work to be done and resource materials to be developed with the HOD (Prof. Prema K.S).
* Assisted in re-phrasing the questions foe a success story interview.
 |

**Ms. Rofina Babin S**

**Ms. Rof**

**Ms. Rofina Babin, Speech Language Pathologist Gr I**

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| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 0 | ­­­­­0 |
| Tele-Intervention - Video Conference | - | - |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 6 | 37 |
| E-mails queries | 4 |
| Telephone | 0 |
| Material Development  | * Translation of Train your child-Level 3 in Malayalam
* Preparation of power point presentation for clients
 |
| Orientation Programs | * Virtual seminar on Assessment and Management of Dysphagia in Stroke patients by Ms. Ankita Butada
 |
| Assistance for Administrative Activities | * Client feedback forms maintenance
* Maintenance of equipment log book
* Segregation of client related documents
* Assisted in preparation of questionnaire for success story
* Assisted in preparation of report for peer review
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
 |

**MMs. Suji**

**Ms. Sujitha P S, Speech Language Pathologist Gr I**

|  |  |  |
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| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 1 | 1 |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 1 | 1 |
| Tele-Intervention-Skype | 3 | 13 |
| E-mails queries | 10 |
| Telephone | 5 |
| Material Development  | * Made PPT’s on different speech and language skills for the clients.
* Development of online tests and validation of the same
* Proof reading ‘Parent and child – Malayalam’’
 |
| Orientation | * Attended Tele Orientation program on "TBI-Causes, Impairments and Management: An overview from SLP's perspective" 9.9.16
* Virtual Seminar on "Dysphagia Evaluation -and Management in stroke" 22.9.16
* Virtual Seminar on "Assessment and Management of Cognitive Linguistic impairments in Acquired brain injury" 29.9.16
* Orientation on TCPD to students posted (I MSc SLP 1st 2016 SEM– 8.9.16, 19.9.16, 27.9.16)
 |
| Assistance for Administrative Activities | * Attended monthly meeting on 27.9.16
 |
| Others | * Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Maintenance of equipment log book.
* Counselled 2 cases regarding the procedures to enrol for tele-sessions
* Segregation of client related documents to hard disk
* Assisted in preparation of report for peer review
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**Ms. Sowmya, Audiologist Gr I**

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| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | - | - |
| Tele-Intervention - Video Conference | - | - |
| Tele-Assessment-Skype | - | - |
| Tele-Intervention-Skype | 4 |  22 |
| E-mails queries | 5 |
| Telephone | - |
| Material Development  | * Preparation of Power Point Presentation for Clients
* Editing of Niveditha’s success story.
 |
| Orientation  | * Orientation by Ms. Sonam and Ms. Yashaswini on TBI on (9/9/16).
* Virtual seminar on Evaluation and management of Dysphagia Management in stroke patients by Ms. Ankitha (22/9/16)
 |
| Assistance for Administrative Activities | * Maintenance of client allotment roster
* Maintenance of clinician allotment roster
* Feedback forms maintenance
* Case allotment, maintenance and Correspondence of information of clients through mails
* Assignment of clients and monitoring the details.
* Maintenance of referral and consent forms.
* Participated in discussion with Dr. Niraj Kumar and Mr. Tejas regarding development of Tinnitus app.
* Finalisation of Tinnitus App design
* Finalization of Research proposal for CAPD school screening through online.
* Assisted in preparation of questionnaire for success story
* Assisted in preparation of report for peer review
* Attended monthly meeting with Prof. K.S.Prema on 27/9/16
 |
| Others | * Signage maintenance
* Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers
* Attended seminar on Tinnitus Management
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| --- | --- | --- |
| **Nature of Service** | **No. of Clients** | **No. of Sessions** |
| Tele-Assessment - Video Conference | 0 | 0 |
| Tele-Intervention - Video Conference | 0 | 0 |
| Tele-Assessment-Skype | 0 | 0 |
| Tele-Intervention-Skype | 2 | 2 |
| E-mails queries | 11 |
| Telephone | 4 |
| Material Development  | * Made PPT’s on different speech and language skills for the clients.
 |
| Orientation Programs | * Virtual Seminar on "Dysphagia Evaluation -and Management in stroke" 22.9.16
* Virtual Seminar on "Assessment and Management of Cognitive Linguistic impairments in Acquired brain injury" 29.9.16.
* Orientation on TCPD to students posted (II MSc AUD 1st 2016 SEM–1.9.2016, 19.1.2016)
* Orientation by Ms. Sonam and Ms. Yashaswini on TBI on (9/9/16).
 |
| Assistance for Administrative Activities | * Assisted in preparation of questionnaire for success story
* Maintaining daily dairy and progress reports regularly and filing the same in the respective files/registers.
* Maintenance of equipment log book.
* Segregation of client related documents to hard disk
* Assisted in preparation of report for peer review
* Mailing client feedback forms
* Assisting in feedback survey of drop out cases
* Assisted in modifying the student module sheet and student feedback documentation.
* Participated in discussion with Dr. Niraj Kumar and Mr. Tejas regarding development of Tinnitus app.
* Finalisation of Tinnitus App design
* Finalization of Research proposal for CAPD school screening through online.
 |
| Others | * Counselled cases regarding the procedures to enrol for tele-sessions
* Attended monthly meeting on 27.9.16
* Attended seminar on Tinnitus Management
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**Ms. Swathi, Audiologist Gr I**

**Ms. Nithyashree, Junior Technical Writer**

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| Material Development | * Content for a Handout on TCPD - 2 pages completed
* Corrections of Hindi Articulation Test Slides - 130 No.
* Proof reading of Train your Child Level 5 - 10 pages
* Translation of Attention and Concentration (Kannada) - 3 pages
 |
| Meeting | * Took part in discussion held for finalizing the questions for success story
 |
| Assistance for Administrative Activities | * Suggested few titles for a ‘Publicity Video on TCPD activities’
* Sorting of photos for Digital Archive and captions for the same – 10 Nos.
* Editing of Tele-lessons with Shivaprasad for uploading in Website
* Letter for ‘Borrowing Pen tablet’ from DMD
 |
| Others | * + Graphic Designing work order translated to Hindi – 1 Page
	+ List of documents, records translated to Hindi – 2 pages
	+ Attended Hindi saptah inauguration, participated in an competition on 14.09.2016 and served as convenor for ‘singing competition’ on 16.09.2016
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 **Mr. Shivaprasad.M, Graphic Designer**

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| **Nature of Service** | **Details of work for Tele-Canter for Persons with Communication Disorders** | **Work for Other Dept.** |
| **Graphic Designing/ Illustrations/ Video editing/ Audio editing** | 1. AIR Tele-Lessons corrections audio editing for website uploading
2. Re-designing of TCPD book mark.
3. Booklet Designs
* Work instruction for staff
* Term and condition for client
1. Included the Subtitles for Nivedithas Success Story video.
2. Shivaprasad succuss story video shooting
3. Sriyan Success Story video shooting
4. TCPD Tinnitus Assessment App design correction finalyzed
5. ‘Vertigo’ 1st Tele-Orientation slides audio video editing corrections & finalized.
 | - |
| **Number of Brochures given to Clients** | TCPD Brochures English, Kannada, Hindi and Malayalam - P. D. Helpline Brochures English, Kannada, Hindi and Malayalam -  | - |
| **Meetings** | September 27th 2016 | - |
| **Orientation Programs** | - | - |
| **Others** | - | - |

 **Ms. Preethi, Data Entry Operator**

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| --- | --- |
| Administrative Activities | * Drafting letters/circulars/notes/formats
* Receiving letters/documents from other sections/departments for onward transmission to the head
* Dispatch of letters to concerned sections/departments
* Filing documents of TCPD
* Preparation of Monthly Report
* Maintenance of Leave of all staff in register
* Leave statement of permanent staff and Attendance certificate of contract staff
* Mail correspondence
* Maintenance of stock (Consumable) of the TCPD
* Maintained office equipments by placing work orders.
* Monitoring and indenting the printing requirement of the department.
 |

1. Invited Talks
2. Books/Book Chapters/ Other Resource Materials prepared:
* Adaptation of test materials for online evaluation.
* Compilation of Audio Visual resources for digital Achieve.
* Editing of Tele orientation Video.
1. **Curriculum Development:-**
	1. Coordinating the development of App for tinnitus screening in TCPD
	2. Coordinating for finalization of MMC
	3. Preparation of success stories for uploading
	4. Preparation of 2 mins 19 secs video for publicizing AIISH and TCPD amongst TSI member community
	5. Coordinating for development of MMC for adaptation of curriculum for children with special needs
	6. Updation of Glossary and FAQ’s on Hearing and special education
	7. Plan and develop success stories for updation of website
	8. Survey of feedback from dropped out/ongoing clients and caregivers as well as students of AIISH
	9. Work in progress to decide on the aids for persons with PD to be distributed from patient welfare fund with approval from authority
	10. Instruction Manual for Students and staff of TCPD --draft prepared
	11. Terms and conditions for client enrollment in TCPD for teleservices –draft prepared
	12. Train your child for attention and concentration skills in Hindi is finalized

**Apps**: App for evaluation of tinnitus is being designed. Permission for development of App with technical support has been received from the authority

 App for screening early literacy is downloaded for use in TCPD

|  |
| --- |
| **Resource Books** |
| **Name of the material** | **Nature of work done** |
| **English** |
| Train Your Child - Level 5 | PRF Placed |
| **Telugu** |
| Train your child – Level 2 | Telugu | PRF Placed  |
| **Malayalam** |
| Parent and Child | Malayalam | PRF Placed  |
| **Hindi** |
| Train your child for attention and concentration skills  | Hindi | PRF Placed |

1. Service in Academic bodies of other Organizations
2. Membership in Professional Organizations/Associations:

Life Membership (Institutional) with Tele-medicine Society of India

1. Any Other (Please Specify)
2. **Research Activities**
3. Research Projects

FUNDED

Completed Research Projects: NIL

NON-FUNDED

1. Ongoing Research Projects : Development of Tinnitus app
2. Doctoral and Post Doctoral Programs -NA
3. Research Papers presented at National/International Conferences/ Seminars (in APA format)- NIL
4. Research Papers Published (in APA format)

i) Papers published in National /International Journals

 ii) Papers published in Conference/Seminar Proceedings

1. Research Papers in press.:- NIL
2. Books published (in APA format):- NIL
3. Book chapters published (in APA format) NIL
4. Books in press:
* Train your child Level 02- Telugu
* Train your child for Attention and Concentration Skills – Hindi
* Train your child Level 05- English
* Parent and Child - Malayalam
1. Books/Manuals/Seminar Proceedings edited- NIL
2. Journal Editorship- NIL
3. Scholarly Reviewing Activities- NIL
4. Ongoing Research:
* **Ms. Yashaswini R:** Issues in assessment and management of communication disorders through tele-mode: A sample survey.
* **Ms. Rofina Babin:** Preparation of software for manual for minimal pair therapy in Malayalam.
* **Ms. Sonam Beliappa:** Comparison of online and offline therapy for a client with Aphasia.
1. **Clinical Services**
2. General Clinical Services:- NIL
3. Specialized Clinical Services
4. **Out-reach Clinical/rehabilitation/Special educational activities through tele-mode.**
5. **Tele- Diagnosis & Rehabilitation in the Month of Sep,2016**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Video - Conference | Skype Therapy Sessions | Educational Guidance | Total  |
| Tele - Assessment | Tele -Intervention | Tele -Assessment | Tele -Intervention | Video - Conference | Skype |
| Clients | - | - | - | 22 | - | - | 22 |
| Sessions | - | - | - | 111 | - | - | 111 |

1. **Details of Tele-Rehabilitation through Video Conferencing in the Month of Sep,2016**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Phonological Disorders | Fluency Disorders | Voice Disorders | Language Disorders | Neuro-motor speech disorders  | Total |
| P | A | G | P | A | G | P | A | G | P | A | G | P | A | G |  |
| Total number of clients | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Total number of sessions | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |

1. **Details of Tele-Rehabilitation through Skype in the Month of Sep,2016**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Phonological Disorders | Fluency Disorders | Voice Disorders | Language Disorders | Neuro-motor speech disorders  | Total |
| P | A | G | P | A | G | P | A | G | P | A | G | P | A | G |  |
| Total number of clients | 3 | - | - | 1 | 2 | - | - | - | - | 11 | 2 | 1 | 2 | - | - | 22 |
| Total number of sessions | 13 | - | - | 8 | 5 | - | - | - | - | 53 | 16 | 5 | 11 | - | - | 111 |

1. **Total no. of Clients/Sessions for Tele-Rehabilitation across India in Sep, 2016**

|  |  |  |
| --- | --- | --- |
| **State** | **No of Clients** | **No of sessions** |
| Jharkhand | 1 | 10 |
| Karnataka | 10 | 51 |
| Tamil Nadu | 3 | 16 |
| Himachal Pradesh | 1 | 7 |
| Uttar Pradesh | 1 | 3 |
| West Bengal | 1 | 7 |
| Madhya Pradesh | 1 | 4 |
| Kerala | 1 | 1 |

1. **Total no. of Clients/Sessions for Tele-Rehabilitation out of India in Sep, 2016**

|  |  |  |
| --- | --- | --- |
| **Place** | **No of Clients** | **No of sessions** |
| Dubai | 2 | 10 |
| UK | 1 | 2 |

1. **State-wise distribution of clients availing Tele-Sessions through VC and Skype in the Month of Sep, 2016**

**Feedback on Internet connectivity for tele-sessions**

1. Clinical Support Services to Clients and Family:- NIL
2. Clinical Electronic Services:- NIL

**IV. Extension Activities**

1. Rehabilitation and Education through Distance Mode
* Out-reach Clinical/rehabilitation/Special educational activities through tele-mode.

 **V. Technological Consultancy Services**

**VI.Central Facilities**

1. Library and Information Services
2. Public Information Activities
3. Material Development:

 **VII.** **Awards and Honors Received by Faculty and Staff:**

* Ms. Sowmya M received first prize in the Marathon organized by NSS on 21.09.2016.

 **VIII EXTRA Curricular Activities:**

* Ms. Sonam, Ms. Nithyashree & Ms. Sowmya participated in Hindi week competition held from 14.09.2016 to 20.09.2016

**Ix. MAJOR EVENTS OF THE Month:** Nil

**x. Eminent VISITORS:** NIL

**XI. STAFF RELATED:**

* **Contract basis:**
	+ Ms. Preethi, Data entry operator relieved on 19.09.2016 and Re-Joined from 23.09.2016 to 22.08.2017
* **Regular basis:**
	+ Ms. Yashaswini, Clinical supervisor has completed the probationary period and Confirmation / Regularization of the post on 22.09.2016.

**XII. Any Other:**

* TCPD Monthly meeting on was held on 27.09.2016
* Meeting was held on 21.09.2016 regarding Tinnitus app with Dr. Niraj Kumar and Mr. Tejas, Software Engineer.
* Finalization of Research proposal for CAPD School screening through online.
* Ms. Nivedita (Clinicians Ms. Sowmya M) & Mr. Krithik (Clinicians Ms. Rofina Babin) success story is finalized.
1. **Parkinson Website:** Parkinson’s disease helpline registration is in process. Number of members/cases registered: 8 Number.
2. **TCPD website:** [**www.aiishtcpd.com**](http://www.aiishtcpd.com)

|  |  |  |
| --- | --- | --- |
| **SI. No** | **Total Number of Hits** | **Enquiries & discussions** |
| 1. | 4518 | Nil |

1. **Parkinson’s disease Helpline: website:** [**www.aiishcredmhelpline.in**](http://www.aiishcredmhelpline.in)

|  |  |  |
| --- | --- | --- |
| **SI. No** | **Number of Hits** | **Enquiries & discussions** |
| 1. | 10704 | Nil |

1. **Official Language Implementation (OLI)**

|  |  |  |
| --- | --- | --- |
| **Particulars** | **Skype** | **Videoconferencing** |
| Clients | 5 | - |
| Sessions | 43 | - |
| Counselling  | 2 | - |
| Official letters | 3 |
| Mails | 50 |

 **Head/** प्रधान शासक

 **TCPD/** टि सी पि डि