



# Composite Regional Centre (CRC) for Skill Development, Rehabilitation & Empowerment of Persons with Disabilities, Guwahati



(Under the administrative control of SVNIRTAR, Odisha)  
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Department of Empowerment of Persons with disabilities (Divyangjan),  
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Date: 09-12-2024

## CIRCULAR

This is in continuation to circular dated 04-12-2024. It has been noticed that the monthly performance of different sections/units of CRCSRE Guwahati require improvement and further progress. All are requested to submit in online/offline the quantified task/duty performed individually/jointly as per the format given below. The performance may be linked to APAR/ACR for all (Regular/Consultant/Contractual).

The softcopy in google form will be available in CRCCRE WhatsApp group on or before the last working day of each month.

### Monthly Report format /Performance (Tick marks the Section/Unit/Department)

Clinical Psychology AP & Others	Speech and Hearing AP & Others	Special Education AP and Others	Occupational Therapy (Lecturer OT)	Physiotherapy (Lecturer PT)
PMDK/P&O and Others	Visual Impairment (Mobility Instructor)	Rehabilitation Schemes (RO)	CDEIC	Vocational/Skill (VC)

A. Number of patients attended: (New: \_\_\_\_\_, Follow Up: \_\_\_\_\_)

(Note: Asc. No /Ref. No to Match with OPD database)

B. Number of CRE /STT conducted & number of participants attended:

C. Number of Media events conducted and number of participants attended:

D. Number of classes taken (Must tally with prescribed timetable & attendance Register):

E. Other officials' assignments:

Monthly (Task/Performance)	Tentative Target planned/assigned:
Assistant Professor/equivalent	CRE/STT-01 and Media Event-01, Classes: 21 hours (Theory) Patient (New): 100, Conference/Journal publication: 01 in 06 Months
Lecturer/equivalent	CRE/STT-01 or Media Event-01, Classes: 21 hours (14 -T, 07-P) Patient (New): 70, Conference/Journal publication: 01 in 12 Months
Clinical Assistant/equivalent	STT/Media Event-01, Practical/Theory Classes: 14 hours Patient (New): 50
Rehab Officer//equivalent	STT/Media Event-01, UDID/NIRAMAY/Camps/NGO/GO Meet/Others: 100 Beneficiaries
VC Equivalent//equivalent	STT/Media Event-01, Skill/placement/PMDAKSH/Scholarship: 50 Beneficiaries/Students
P&O//equivalent	STT/CRE/Media Event-01, PMDK/ARJUN Portal: 100 Beneficiaries
CDEIC	As per Scheme Guidelines

-S/d-  
Director