

PROFORMA FOR GRADING OF INSTITUTIONS

Appendix- 13 (ii)

Name and Address of Institution: **Ashtavakra Institute of Rehabilitation Sciences and Research, SPSP Institutional Area, Madhuban Chowk, Sector 14 Rohini, Delhi -110085**

Management:

HANDICAPPED WOMEN WELFARE SOCIETY  
(Registered under Society Act. Certificate No. S/1108  
Dated 20/12/1980

Composition of Governing Body

Governing body Elected as per society norms ( list attached) Ref.No.  
HWWA/2019-20/1071 Dated 08/07/2019

Details of meeting of BOM in  
last Academic Year 2020-21, 2021-22, 2022-23.  
Please enclose the minutes of the BOM meetings.

Letter attached:  
Ref. No. HWWA/2019-20/1082-A Dated 24/11/2019  
Ref. No. HWWA/2021-22/1112-A Dated 15/11/2021  
Ref No. HWWA/2023-24/1121 Dated 17/04/2023  
Ref.No. HWWA/2023-24/1122 Dated. 18/07/2023  
Ref. No. HWWA/2023-24/1124 Dated 22/08/2023

Note: Please enclose the minutes of the boards meetings.

Signature of the Principal/Director

Name:

Seal :



CERTIFICATE OF REGISTRATION OF SOCIETIES

ACT XXI OF 1860

No. 11408

of 1980

I hereby certify that "Handicapped Women Welfare Association"

has this day been registered under the Societies Registration Act of 1860.

Given under my hand at Delhi this 20th day of December One Thousand Nine Hundred and Eighty

Registration Fee of Rs. 50/- paid.

B. Lal REGISTRAR OF SOCIETIES DELHI ADMINISTRATION: DELHI.



Handicapped Women Welfare Association

Auth. Signature



Ref. No. HWWA/2019-20/1071

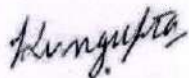
Date 08/07/2019

### To whom it may concern

This is to confirm that there are following member of executive committee for the FY 2019-20 of Handicapped Women Welfare Association situated at 4/2, Institutional Area, Sector-14, Rohin, Delhi-110085 are as below:

### List of Members

S.No.	Name	Designation	Address
1.	Mrs. Kusum Lata Gupta	President	429, Deepali, Pitampura, Delhi-110085
2.	Mrs. Sandhya Srivastava	General Secretary	Flat No. 208, Pocket, B-5, Sector-11, Rohin, Delhi-85
3.	Mrs. Shashi Bala	Joint Secretary	5/24/1/22, Sahipur Village, Opposite, BH-301, Poorvi, Shalimar Bagh, Delhi-88
4.	Mrs. Sandhya Bindal	Treasurer	C-406, Saraswati Vihar, Delhi-34
5.	Mrs. Vinita Rani	Executive Member	5/24/1/22, Village Sahipur, Shalimar Bagh, Delhi-88
6.	Mrs. Anita Kuchhal	Executive Member	1B/ L.S.C. Naraina Industrial Area, Phase-2, Delhi-28
7.	Mrs. Supriya Goel	Executive Member	178 Deepali, Pitampura, Delhi-34



Mrs. Kusum Gupta  
President



**Handicapped Women Welfare Association**  
5, PSP Institutional Area, Madhuban Chowk, Rohini, Delhi-85  
Phones : 011-27550012/13/14/16 Fax : 011-27550018  
E-mail : inforehab@tecnia.in • Website : www.rehab.tecnia.in

Ref. No. - HWWA/2019-20/1082-A

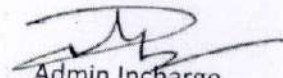
Date: 24.11.2019

To  
The President  
Handicapped Women Welfare Association

You are cordially invited to the meeting of the Governing Body to be held on 02/12/2019 (Monday) at Conference Room (101) of Ashtavakra Institute of Rehabilitation Sciences & Research, Madhuban Chowk, Rohini- Delhi.

**AGENDA OF THE MEETING**

- 1) Review of the Minutes of previous meeting.
- 2) Approval of Selection Committee meeting
- 3) Brief about the Academic Activities being carried out in the institute
- 4) Brief about the Academic progress.
- 5) Any other with the permission of Chair.
- 6) Vote of Thanks

  
Admin Incharge

P.A to inform to all Members of HWWA





**Minutes of Meeting of Governing Body (HWWA)**

The President of the Governing body welcomed all members of Handicapped Women Welfare Association.

**Item No: 01 - Review of the Minutes of previous meeting**

The Minutes of previous meeting held on 02/12/2019 (Monday) was reviewed and confirmed.

**Item No: 02 - Approval of Selection Committee meeting.**

The minutes of meeting of the Faculty Selection Committee for the appointment was put in the meeting and the new Assistant Professor **Ms. Priya Panwar** was introduced to the House.

**Item No: 03 - Brief about the Academic Activities being carried out in the school**

The Activities conducted as on date as per the Academic/Event calendar (2021-22) was apprised to the members. The members appreciated the opportunities being given to the students for their holistic development.

**Item No: 04 - Brief about the Academic progress**

The Semester examination result was put up to the House and the members showed their satisfaction.

**Item No: 06 - Any other point.**

A clarification was sought by one of the member whether Governing Body member are same. It was clarified by the President of the society that they are same.

**Item No: 07- Vote of Thanks.**

A Vote of thanks was extended to all the members for sparing their valuable time to be present in the meeting.

**ATTENDANCE SHEET OF THE MEETING OF GOVERNING BODY IS HELD ON DATE**  
**02/12/2019**

<b>S.no</b>	<b>Name</b>	<b>Designation</b>	<b>Signature</b>
1.	Mrs. Kusum Lata Gupta	President	<i>Kusum Lata</i>
2.	Mrs. Sandhya Srivastava	General Secretary	<i>Sandhya</i>
3.	Mrs. Shashi Bala	Joint Secretary	<i>Shashibala</i>
4.	Mrs. Sandhya Bindal	Treasurer	<i>Sandhya</i>
5.	Mrs. Vinita Rani	Executive Member	<i>Vinita</i>
6.	Mrs. Anita Kuchhal	Executive Member	<i>Anita</i>
7.	Mrs. Supriya Goel	Executive Member	<i>Supriya</i>





## Handicapped Women Welfare Association

5, PSP Institutional Area, Madhuban Chowk, Rohini, Delhi-85

Phones : 011-27550012/13/14/16 Fax : 011-27550018

E-mail : [inforehab@tecnia.in](mailto:inforehab@tecnia.in) • Website : [www.rehab.tecnia.in](http://www.rehab.tecnia.in)

Ref. No. - HWWA/2021-22/1112-A

Date: 15/11/2021

To

The President

Handicapped Women Welfare Association

You are cordially invited to the meeting of the Governing Body to be held on 22.11.2021 (Monday) at Conference Room (101) of Ashtavakra Institute of Rehabilitation Sciences & Research, Madhuban Chowk, Rohini - Delhi 110085.

### AGENDA OF THE MEETING

- 1) Review of the Minutes of previous meeting.
- 2) Approval of Selection Committee meeting
- 3) Brief about the Academic Activities being carried out in the institute
- 4) Brief about the Academic progress.
- 5) Any other with the permission of Chair.
- 6) Vote of Thanks

Admin Incharge

P.A to inform to all Members of HWWA



### Minutes of Meeting of Governing Body (HWWA)

The President of Governing Body welcomed all members of Handicapped Women Welfare Association.

**Item No: 01 - Review of the Minutes of previous meeting**

The Minutes of previous meeting held on ~~22/11/2021~~ was reviewed and confirmed.

**Item No: 02 - Approval of Selection Committee meeting.**

The minutes of meeting of the Faculty Selection Committee was put in the meeting and the new Principal Ms. **Chauhan Priyanka Yashpal Singh** was introduced to the House.

**Item No: 03 - Brief about the Academic Activities being carried out in the school**

The Activities conducted as on date as per the Academic/Event calendar (2019-20) was apprised to the members. The members appreciated the opportunities being given to the students for their holistic development.

**Item No: 04 - Brief about the Academic progress.**

The Semester examination result was put up to the House and the members showed their satisfaction.

**Item No: 06 - Any other point.**

A clarification was sought by one of the member whether Governing Body members are same. It was clarified by the President of the society that they are same.

**Item No: 07- Vote of Thanks.**

A Vote of thanks was extended to all the members for sparing their valuable time to be present in the meeting.



**ATTENDANCE SHEET OF THE MEETING OF GOVERNING BODY IS HELD ON**  
**DATE 22.11.2021**

<b>S.no</b>	<b>Name</b>	<b>Designation</b>	<b>Signature</b>
1.	Mrs. Kusum Lata Gupta	President	<i>Kusum Lata</i>
2.	Mrs. Sandhya Srivastava	General Secretary	<i>Sandhya</i>
3.	Mrs. Shashi Bala	Joint Secretary	<i>Shashi Bala</i>
4.	Mrs. Sandhya Bindal	Treasurer	<i>Sandhya</i>
5.	Mrs. Vinita Rani	Executive Member	<i>Vinita</i>
6.	Mrs. Anita Kuchhal	Executive Member	<i>Anita</i>
7.	Mrs. Supriya Goel	Executive Member	<i>Supriya</i>



## Handicapped Women Welfare Association

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E-mail : inforehab@tecniia.in • Website : www.rehab.tecniia.in

Ref. No. HWWA/2023-24/1121


Date ...17/04/23

To  
Mrs. Kusum Lata Gupta  
President  
Handicapped Women Welfare Association

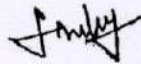
You are cordially invited to the meeting of the Governing Body to be held on 28/04/2023 (Friday) time 2:00pm at conference room first floor in Ashtavakra Institute of Rehabilitation Sciences and Research, Madhuban Chowk Sector 14 Rohini-Delhi.

### AGENDA OF THE MEETING

1. Brief about academic progress of Ashtavakra Institute.
2. Teachers appointment for the Ashtavakra Institute.
3. Development Computer lab in building.
4. Apply NOC through DSW for start new course in B.ED.SE (MD)
5. Any other point with permission of Chair.

  
HR Manager

Handicapped Women Welfare Association



Auth./Signatory





## Handicapped Women Welfare Association

5, PSP Institutional Area, Madhuban Chowk, Rohini, Delhi-85

Phones : 011-27550012/13/14/16 Fax : 011-27550018

E-mail : Inforehab@tecniia.in • Website : www.rehab.tecniia.in

Ref. No. ....

Date 28/4/23

### Minutes of Meeting of Governing Body (HWWA)

The President of Governing Body welcomed all members of society Handicapped Women Welfare Association minutes of previous agenda held on dated 28/04/2023 was reviewed and confirmed.

#### Point No: 1, Academic progress of Ashtavakra Institute of Rehabilitation Sciences and Research.

It was discussed in the meeting that all the activities mentioned in the academic/event calendar were conducted successfully. The members appreciated the opportunities being given to the students for the holistic development.

#### Point No: 2, Adversities for selection of teacher /faculty

Discussed and approved for release advertises through indeed via social media for appointment of faculty members for the Ashtavakra Institute. It was decided in the meeting that advertisement for faculty appointment should be placed.

#### Point No: 3, Developed computer lab in building.

Discussed and approved for purchase new computer system for the computer lab (Increase computer system in the lab for the students along with internet facility)

#### Point No: 4, Apply NOC through DSW for start new course in B.ED.SE (MD)

Its discussed in the meeting for the submit request for NOC by the DSW for start new course in the B.Ed.SE.(Multiple Disabilities).

#### Point No: 5, Any other point.

The clarification was sought by one of the member whether Governing Body members are same. It was clarified by the President of the society that all the members are same.

#### Vote of Thanks

A vote of thanks was extended to all the members for sparing their valuable time to be present in the meeting.

  
Signature

Handicapped Women Welfare Association

  
Auth./Signatory

ATTENDANCE SHEET OF THE MEETING OF GOVERNING BODY IS HELD ON

DATED 28/04/2023

S.No.	Name	Designation.	Signature
1	Mrs. Kusum Lata Gupta	President	
2	Mrs. Sandhya Srivastava	General Secretary	
3	Mrs. Shashi Bala	Jt. Secretary	
4	Mrs. Sandhya Bindal	Treasurer	
5	Mrs. Santosh Aggarwal	Member	
6	Mrs. Anita Kuchhal	Member	
7	Mrs. Indu Goel	Member	

Handicapped Women Welfare Association

  
Auth./Signatory





Ref. No. H.W.W.A./20.23-24/1122


Date 18/07/23

To  
Mrs. Kusum Lata Gupta  
President  
Handicapped Women Welfare Association

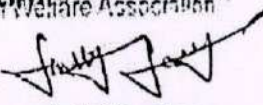
You are cordially invited to the meeting of the Governing Body to be held on 24/07/2023  
(Monday) time 11:00am at conference room first floor in Ashtavakra Institute of Rehabilitation  
Sciences and Research, Madhuban Chowk Sector 14 Rohini-Delhi.

#### AGENDA OF THE MEETING

1. Brief about academic progress of Ashtavakra Institute.
2. Installation of Solar panel in the Institute.
3. Regarding placement of the Students.
4. Increase infrastructure and renovation work in building.
5. Installation of CCTV Camera in building.
6. Any other point with permission of Chair.

  
HR Manager  
18/07/23

Handicapped Women Welfare Association

  
Authorised Signatory

Ref. No. ....

Date .. 24/07/23.

## Minutes of Meeting of Governing Body (HWWA)

The President of Governing Body welcomed all members of society Handicapped Women Welfare Association minutes of previous agenda held on dated 24/07/2023 was reviewed and confirmed.

**Point No: 1, Academic progress of Ashtavakra Institute of Rehabilitation Sciences and Research.**

It was discussed in the meeting that all the activities schedule and organized as per RCI academic calendar. The members appreciated the opportunities being given to the students for the holistic development.

**Point No: 2, Installation of Solar panel in the institute.**

It has discussed and installed solar panel in the Ashtavakra Institute of Rehabilitation Sciences and Research (installed solar panel by the Subh Trading Company). It has been completed compliance as per Guru Govind Singh Indraprastha University-Delhi.

**Point No: 3, Regarding placement of the Students.**

It has decided that new school and institute would be tied up for increasing placement of students.

**Point No: 4, Increase infrastructure and renovation work in building.**

- A. Approved and purchased new desk for the student class rooms (105 Desk)
- B. Purchase flooring tiles for the renovation of class room 2000 sqft.
- C. Purchase flooring tiles for the ground floor in the institute gallery 1000 sqft.

**Point No: 5, Installation of CCTV Camera in building.**

Increase and Installed CCTV camera in the building corridor, library room, seminar hall, front and back main gate, stairs case, and labs for the security purpose of building.

**Point No: 6, Any other point.**

The clarification was sought by one of the member whether Governing Body members are same. It was clarified by the President of the society that all the members are same.


### Vote of Thanks

A vote of thanks was extended to all the members for sparing their valuable time to be present in the meeting.

  
Signature

Handicapped Women Welfare Association  
Handicapped Women Welfare Association

  
Auth./Signatory

  
Authorised Signatory



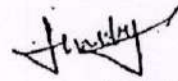
ATTENDANCE SHEET OF THE MEETING OF GOVERNING BODY IS HELD ON

DATED 24/07/2023

S.No.	Name	Designation	Signature
1	Mrs. Kusum Lata Gupta	President	
2	Mrs. Sandhya Srivastava	General Secretary	
3	Mrs. Shashi Bala	Jt. Secretary	
4	Mrs. Sandhya Bindal	Treasurer	
5	Mrs. Santosh Aggarwal	Member	
6	Mrs. Anita Kuchhal	Member	
7	Mrs. Indu Goel	Member	

Handicapped Women Welfare Association

Handicapped Women Welfare Association



Auth./Signatory



Authorizing Officer



Ref. No. HWWA/2023-24/1124

Date 22/08/2023

To  
Mrs. Kusum Lata Gupta  
President  
Handicapped Women Welfare Association

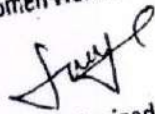
You are cordially invited to the meeting of the Governing Body to be held on 04/09/2023 (Monday) time 11:00AM at conference room first floor in Ashtavakra Institute of Rehabilitation Sciences and Research, Madhuban Chowk Sector 14 Rohini-Delhi.

#### AGENDA OF THE MEETING

1. Brief about academic progress of Ashtavakra Institute.
2. Faculty appointment in (ID) Department.
3. Regarding National Conference/ Webinar
4. Increase infrastructure and renovation work in building.
5. Apply NOC from DSW for starting One year Diploma course in Special Education.
6. Any other point with permission of Chair.

HR Manager

For Handicapped Women Welfare Association

  
Authorised Signatory



Ref. No. HWWA/2023-24/1125

Date 22/08/2023

### Minutes of Meeting of Governing Body (HWWA)

The President of Governing Body welcomed all members of society i.e. Handicapped Women Welfare Association and minutes of previous agenda held on dated 04/09/2023 was reviewed and confirmed.

#### Point No: 1, Academic progress of Ashtavakra Institute of Rehabilitation Sciences and Research.

It was discussed in the meeting that all the activities scheduled and organized as per RCI academic calendar. The members appreciated the opportunities being given to the students for the holistic development.

#### Point No: 2, Faculty appointment in (ID) Department.

It was discussed as per increase strength and appointed one faculty member in the Intellectual Disability Department. Mr. Pravesh was appointed from 1<sup>st</sup> Sep 2023 as per RCI rules and regulation.

#### Point No: 3, Regarding National Conference/ Webinar

Ashtavakra Institute schedule/ organized 11<sup>th</sup> National Conference (CRE Accredited) on "Role of Orientation and Mobility for Children with Special Needs" from 16<sup>th</sup> Oct to 18<sup>th</sup> Oct 2023 as per taken permission by the Rehabilitation Council of India Accredited. And one other Webinar scheduled on the "Universal Access Design" on dated 25<sup>th</sup> Oct 2023.

#### Point No: 4, Increase infrastructure and renovation work in building.

Renovated Gents Toilet and Girls toilet at ground floor for the disable children with barrier free facility.

#### Point No: 5, Apply NOC to DSW for starting One year Diploma course in Spl. Education.

It has been discussed for applying NOC from DSW for starting new course in one year duration as per require by the students carrier.

1. Diploma in Hearing Language & Speech (DHLS) one year course.
2. Diploma in Sign Language and Interpreter (DSLI) one year course.

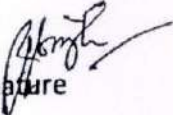
#### Point No: 6, Any other point.

The clarification was sought by one of the member whether Governing Body members are same. It was clarified by the President of the society that all the members are same.

#### Vote of Thanks

A vote of thanks was extended to all the members for sparing their valuable time to be present in the meeting.

Signature



For Handicapped Women Welfare Association



Authorised Signatory