

# Annual Report 2016-2017



## Centre for Development Activities

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# Annual Report 2016-2017



## I. Introduction

**Centre for Development Activities (CDAC Manipur)** is a registered State level voluntary organisation working towards the welfare and development of weaker sections of the society. It was established by a group of young energetic enthusiasts, women and social workers of Wangjing with the objectives of eradication of illiteracy in rural areas, particularly among women, improvement of rural health & sanitation, popularisation of science in rural areas, introduction of modern implements in agriculture, conservation of environment, promotion of peace & communal harmony etc. By January, 2015 it became state level organisation and has members from all the districts of the state belonging to various walk of life to enable us to serve the people of the state better. **CDAC Manipur** has also opened its first branch office at Moreh Town of Tengnoupal District in March, 2015.

## II. Legal Status

**CDAC Manipur** was established as a non-profit, non-political, non-religious and non-sectarian social welfare voluntary organisation on 28th September, 1989. It has been granted registration under the

- (i) Manipur Societies Registration Act, 1989 (Act No.1 of 1990)
- (ii) Foreign Contribution (Regulation) Act, 1976
- (iii) U/s 12 AA of Income Tax Act, 1961
- (iv) Juvenile Justice (Care and Protection of Children) Amendment Act, 2006
- (v) Persons with Disabilities Act, 2005 and (vi) Immoral Traffic (Prevention) Act, 1956

## III. Vision

**CDAC Manipur** visualizes a society where peace, justice and equality prevails and wherein all citizens irrespective of castes, creed, sex, culture, tradition, languages, religions live in peace & harmony. It also visualizes a society where the poor, the marginalised and the weaker sections have an equal opportunity of their involvement in the welfare and development process which is value based, sustainable, environment friendly and also have an opportunity to develop their fullest potential.

## IV. Mission

Rendering welfare and development services to all community members who need such a service with their active participation to attain a well being way of life in the society and peaceful co-existence.

## V. Objectives

- a) Promotion and preservation of cultural heritages of both tribal and non-tribals.
- b) Health and sanitation for rural, tribals, scheduled castes and slum dwellers.
- c) Socio-economic upliftment of poor & needy rural & tribal community and women in particular.
- d) Prevention, Rescue, Rehabilitation, Re-integration and Repatriation of women and children victims of trafficking for Commercial Sexual Exploitation.
- e) Welfare of labourers and their dependents.
- f) Conservation of environment, wild life and animal welfare activities.
- g) Youth and adolescents development, national integration, communal harmony, games & sports.
- h) Welfare and development of minorities, OBCs, SC/STs and weaker sections.
- i) Women and child development including those living in difficult circumstances and in need of care and protection.
- j) Welfare and rehabilitation of physically, mentally and audio-visually challenged persons.
- k) Aged welfare.



**VI. Gender Policy**

CDAC Manipur has set its own gender policy for gender equity. One-third of managing committee members and staff strength of the organisation shall be female.

**VII. Financial Status**

CDAC Manipur is a developing and progressive organisation in terms of infra-structural facilities as well as its fund. Its fund are raises from well wishers, local donors, members etc. as donations, annual renewal/ membership fees/subscriptions, management contributions, local contributions from reference community and sales proceeds of finished items, poultry and piggery products and organisation of charity shows etc. It also receives grant-in-aid from Ministry of Social Justice & Empowerment, Ministry of Women & Child Development and Ministry of Youth Affairs & Sports for different projects. Thus CDAC Manipur's income from all sources was Rs.92,36,869/- during the year 2016-2017 alone.

**VIII. Governance & Management**

The broad governance of the organisation is done by a *Managing Committee*, a cross section of talent, experienced and devoted social workers. The Committee consists of 7 members and which is elected for every 3 years. Following are the *Managing Committee* members under whom the governance of the organisation vested

S.No.	Name	Occupation	Address	Edn. Qualifications	Designation
1	Smt. M.Romi Devi	Teacher	Imphal	BA	President
2	Shri L. Brajabi Singh	Cultivator	Wangjing	BA	Vice-President
3	Smt.M. Renuka Devi	Artiste	Wangjing	BA & Visharad (Music)	Secretary
4	Shri A.Lalitkumar Singh	Business	Moreh	BSc	Asst.Secretary
5	Smt. N.Sushila Devi	Enterprenuer	Wangjing	BA	Treasurer
6	M.Mangangsan Meitei	Artiste	Kakwa	BA	Member
7	Shri M. Romesh Singh	Enterprenuer	Uripok	BA	Member

The overall management of CDAC Manipur is done by the following managerial team :

**A. General Staffs :**

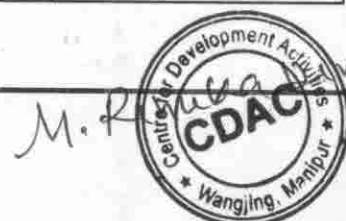
S.No.	Name	Designation	Edn. Qualifications
1	M.Sushil Kumar Singh	Chief Organiser	MSW, DLL & LW.
2	M.Budhamani Singh	Project Coordinator	BA
3	Dr. Lisham Henthoiba	Project Director (Research)	MA, Doctoral Fellow
4	Advocate Hemabati W	Legal Advisor	LLB, LLM

**B. Photography Training Centre Staffs :**

S.No.	Name	Designation	Edn. Qualifications
1	M.Roben Singh	Instructor	BCA & Cert.in Photography
2	Ms. Kh.Amelia Devi	Artist	Dip.in Make-up/Beautician
3	Smt. M.Jamuna Devi	Clerk-cum-A/c(P/T)	B.Com
4	M.Zouramsem	Peon/Sweeper	Xth Passed

**C. Multi-Service Centre Staffs :**

S.No.	Name	Designation	Edn. Qualifications
1	M.Budhamani Singh	Manager	BA
2	Smt. W.Babina Devi	Social Worker	BA
3	Miss Th.Pushpa Devi	Care Taker	BA
4	Smt.Th.Tombi Devi	Cook	VIIIth passed
5	Gangmei Paiphanliu	Sweeper	Matriculate
6	Dr. O.Jotinkumar Singh	P/T Doctor	MBBS



## D. Ujjawala Project Staffs :

S.No.	Name	Designation	Edn. Qualifications
1	Ms.I.Rashitombi Devi	Project Director	MSW
2	Ashem Ranjit Devi	Clinical Psychologist	MA (Psychology)
3	Smt. M.Jamuna Devi	Clerk-cum-Account	B.Com
4	Ms. Kh.Purnimashi Devi	Social Worker	BSc.
5	Ms.M.Seema Devi	Social Worker	MSW
6	Smt. Nengneiem Misao	Guard	VIIIth passed.
7	Ms.S.Ritu	Guard	10+2
8	Dr.R.K.Kumarjit Singh	Part-Time Psychiatrist	MD(Psychiatry)
9	Dr.O.Jotinkumar Singh	Part-Time Doctor	MD (Medicine)

## E. Epamlamdang

## Half-Way Home Staffs :

S.No.	Name	Designation	Edn. Qualifications
1	K.Kishorchand	Project Manager	MA (Psychology)
2	M.Budhamani Singh	Accountant	B.Com
3	Ng. Promila Devi	Instructor (Tailoring/Emb )	X with Certificate
4	Mr. Kh.Shitaljit Singh	Instructor (Carpentry )	X with Certificate
5	M.Ranjana Devi	House Keeper	10+2/ANM
6	Dr. O.Jotin Kumar	General Physician	MBBS
7	Dr. R.K.Kumarjit Singh	Psychiatrist	MD (Psy)
8	E. Ranjita	Occupational Therapist	Master in OT
9	Jagatjit Tongbram	Watchman	VIIIth Passed
10	W.Neera Devi	Social Worker	MSW
11	K.Arunkumar Singh	Helper	VIIIth passed

## F. Epamlamdang Open Shelter for Girls Staffs :

S.No.	Name	Designation	Qualifications
1	Ms.I.Rashitombi Devi	Project Coordinator cum Counsellor	MSW
2	Sh.Premjit Singh	Social Worker	MSW
3	Smt.L.Sandhyarani Devi	Care Givers cum Bridge Course Educators	MSc
4	Smt.L.Anita Devi	Care Givers cum Bridge Course Educators	GNM
5	Smt.Lhingboi Baite	Outreach Workers	BA
6	Ms. Ng.Promila Devi	Outreach Workers	XII
7	Ms.T.Soniya Devi	Outreach Workers	XII
8	Mrs. M.Tombi Devi	Helper-cum-Cook	VIII passed

## G. IRCA Staffs :

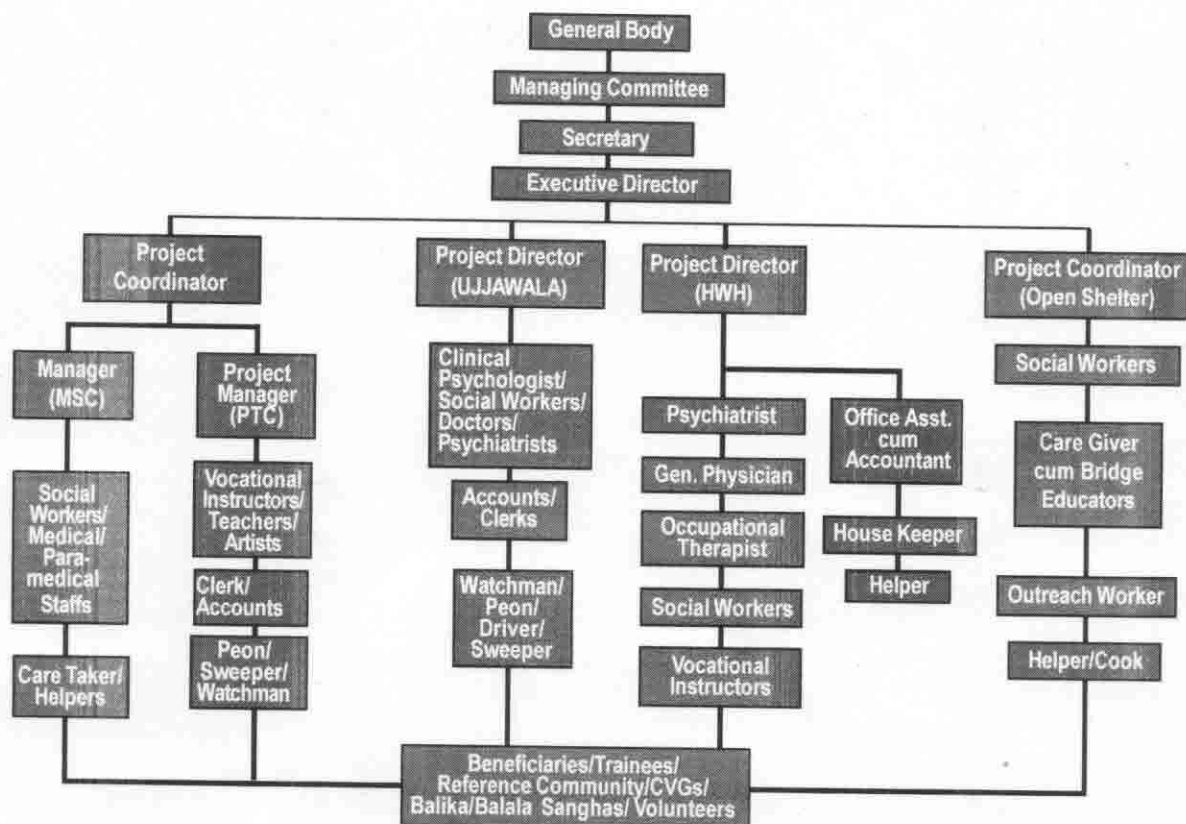
S.No.	Name	Designation	Qualifications
1	Sh.Premjit	Project Coordinator cum Voc. Counsellor	MSW
2	L.Sana Singh	Chowkidar	VIII
3	Th.Bijoy Singh	Ward Boy	VIII
4	Th.Open Singh	Therapist (P/T)	GNM

## H. OLD AGE HOME Staffs :

S.No.	Name	Designation	Qualifications
1	Sh.Premjit	Superintendent	MSW
2	L.Sana Singh	Helper/Sweeper/Chowkidar	VIII
3	Th.Bijoy Singh	Nurse	VIII
4	Th.Open Singh	Cook	GNM



XX Organisational Structure



**Activities undertaken during the year 2016-2017**

1. UJJAWALA Project

CDAC Manipur has been running Ujjawala project to combat trafficking in women and children, rescue & rehabilitation of survivors of trafficking, re-integration & repatriation of survivors of trafficking since July 2008 at Moreh (border town neighbouring with Myanmar), Chandel District of Manipur. The project is being supported by the Ministry of Women & Child Development, Govt. of India, New Delhi under its scheme UJJAWALA - A Comprehensive Scheme for Prevention of Trafficking and Rescue, Rehabilitation and Re-integration of victims of Trafficking for Commercial Sexual Exploitation.



Rally Against Human Trafficking

Epamlamdham Protective & Rehabilitative Home has been running at Moreh under the scheme to provide shelter and rehabilitation to the survivors of human trafficking. The P & R Home provides shelter to 50 survivors of trafficking. Most of them are rescued by the organisation and some are referred by the Police, CVG, CWC, Childline or other civil society organisations for rehabilitation and further re-integration to families or repatriation to their country of origin or state. Social Workers and Clinical Psychologist of the Home help them in rehabilitation and re-integration to their family by counselling, group therapy and vocational trainings for economic rehabilitation. General and mental health are also taken care the by doctor and psychiatrist. Legal aid and financial assistance are also provided for economic empowerment. Regular and non-formal education facilities are also provided.



CDAC Manipur has formed three *Community Vigilance Groups (CVGs)* at Peace Island, Anal Khunou and Sajik Tampak villages to keep vigil on trafficking activities in their locality during the year. Members of the CVGs are meeting once in a month at their locality to review the situation. It has also formed. It has also conducted two sensitization workshops on *Trafficking in Women & Children* for various stakeholders at Saivom Village and Machi Village. The workshop was attended by representatives from women organisations, civil society organisations of different communities like Meitei, Tamil, Muslim, Kuki, Nepali, officials from district administration and police, representatives different NGOs. It has also designed and developed pamphlets, booklets and leaflets to create awareness on trafficking among general masses. As part of the project, **CDAC Manipur** is also running **Epamlamdang Half-Way Home** at Moreh for those inmates who are ready for re-integration, working outside the P & R Home and who can live semi-independently with minimum supervision. It has also set up a Transit Centre at Wangjing.

CDAC Manipur is working in close coordination with Child Welfare Committees, Child Line, Imphal and Bishnupur, Moreh Police and Social Welfare Department. Functionaries of the organisation, Volunteers and CVGs members conducted **Rescue Operations** from time to time with the help of local Police

## 2. Multi-Service Centre, Older Persons

CDAC Manipur has been running a Multi-Service Centre Older Persons at Toubul Village, Bishnupur, Manipur since February, 2002 with the generous support from the Ministry of Social Justice & Empowerment, Govt. of India, New Delhi under their *Integrated Programmes for Older Persons*. The project benefitted 50 poor and uncared for older persons. These older persons gathered at the centre every day and spent the day by chatting, reading books, news-papers, journals, listening of sat-sanga, kathas on Ramayana, Mahabharata, Meitei puya, bashak, Khongjom parva, watching of TV, health talks etc. along with their peer groups.



Older Persons at an Outing Programme

Routine health check-up are also done by a part-time doctor and provides medicines to the older persons. They are also taking out for site seeing, excursion, pilgrimage to different religious places, temples and religious congregations are also arranged from time to time Vocational trainings on cane & bamboo crafts, agarbati and papad making paper bag making etc. are also imparted for using their leisure time in productive works. The items of products range from paper bags, agarbati, papad, cane and bamboo items etc. produced by these older persons at the centre has high demand for local consumption for its low price and good quality. Thus an older person can earned extra income at the centre while spending time with their peers.



Presenting a Shawl to Older Persons as part of International Day of Older Persons, 2016

The organisation also observed **International Day of Older Persons** on 1st October, 2016 at the Centre. During the observation, older persons in and around the villages are invited and honour with simple presentation, resource persons delivered lecture on issues of older persons, performance by older persons etc. Staffs of the Centre had also attended training courses of various level conducted by RRTC, Wangjing and NISD, New Delhi

### 3. Epamlamdiam Institute of Information Technology (EIIT)

The Institute has been running the following two job oriented vocational trainings viz Photography and Computer.

#### I. Photography Course for OBCs

CDAC Manipur started the training in the year 2000 with the grant-in-aid from the Ministry of Social Justice & Empowerment, Govt. of India, New Delhi under the *Scheme of Financial Assistance to Voluntary Orgn. Working for the Welfare of OBCs* and continue to run. The main objective of the one year long training course is to impart skill



*Older Persons at an Outing Programme*

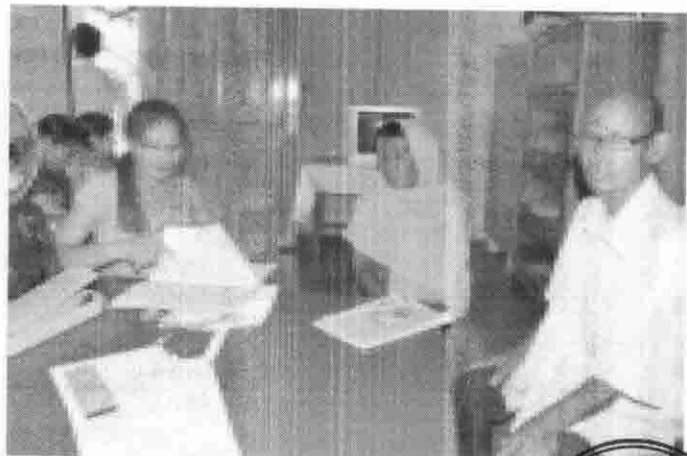
training of photography to unemployed rural youths of OBC community so that they may be in a position to get a job or self-employed. The trainees have been imparting techniques of photography like indoor & outdoor photography, digital photography, dark-room techniques and application of computer in photography by the experienced Instructors. They are also provided training materials like films, foto papers, chemicals etc. and monthly stipend. Admission process for new batch is starts during March of every year by publishing advertisement in local dailies. The course started by 1st April and concluded in 31st March every year. The intake capacity of the centre is 30 trainees.

#### II. Computer Course

The Institute has also been conducting various short term and long term courses of Computer for various level of trainees. The main objective of the training is to impart skill training of computer to educated unemployed rural youths so that they may be in a position to get a job or self-employed. The aim of skill development, is not merely to prepare them for jobs, but also to improve the performance of employed youths by enhancing the quality of work in which they are engaged. The syllabus of the courses are prepared to meet the need of the employers by the experienced Instructors. The Institute runs 3 months basic course, 6 months certificates course and 1 years Diploma in Computer Applications. The Institute has so far trained about 480 youths under the scheme since it's inception in 2000. Counselling on jobs and self-employment to the passed-out trainees are also given and many of them have got jobs in photo studios, colour photo printing labs, film industry and many of them are self-employed.

### 4. Epamlamdiam Half-Way Home for Psycho-Social Rehabilitation of Mentally Ill Persons

CDAC Manipur has been engaging in mental health care service in community since last 10 years by creating awareness among rural masses about the mental illness and it's treatment. As a continue service in the field, CDAC Manipur has started **Epamlamdiam Half-way Home for Psycho-social Rehabilitation of Controlled & Treated Mentally Ill Persons** at Wangjing with own fund of the organisation. Initially the Home provides counselling to the controlled & treated mentally ill persons by a counsellor and a visiting psychiatrist. Vocational training on paper bag making, agarbati making, detergents/soap making, computer and cane & bamboo craft also imparted to the



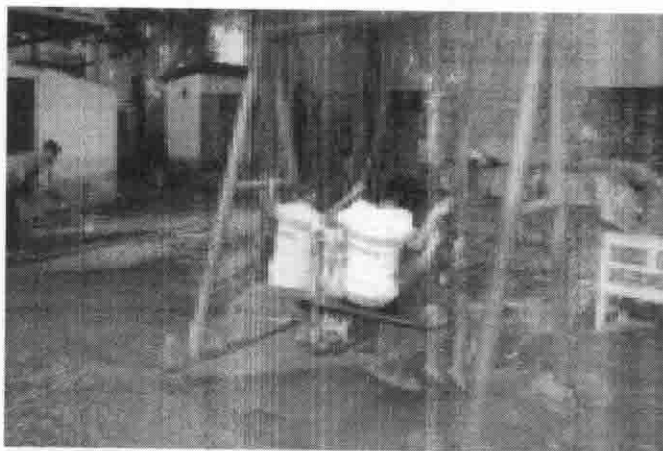
*An Inmate is being given counselling by Counsellor*



beneficiaries as part of rehabilitation. The Department of Disability Affairs, Ministry of Social Justice & Empowerment, Government of India has acknowledged the work done by the **CDAC Manipur** in promotion of mental health and provided grant-in-aid from February, 2015. The Home has the service of Clinical Psychologist, Occupational Therapist, Psychiatrist, General Physician, nursing care and provided psycho-social rehabilitation to 11 males and 14 women/girls

### 5. Epamlamdang Open Shelter for Girls

**CDAC Manipur** has started running Epamlamdang Open Shelter for Girls at Moreh, Chandel District, Manipur with the financial support from the Ministry of Women & Child Development, Govt. of India, New Delhi through Department of Social Welfare, Govt. of Manipur under the *Integrated Child Protection Scheme (ICPS)*. The objective of the shelter is to provide an opportunity for the increasing number of vulnerable children in urban areas to be protected from abuse and neglect on the street and provide them access to alternatives. **CDAC's Epamlamdang Open Shelter for Girls** cater to all children in need of care and protection particularly



Children enjoying at the Shelter

beggars, street and working children, rag pickers, small vendors, street performers, orphaned, deserted, trafficked and run-away children, children of migrant population and any other vulnerable group of children.

#### **Some of the activities of the Shelter are ;**

- i) Identify such children within the geographical area/location of the Open Shelters.
- ii) Use innovative child friendly approaches and outreach activities to make contact with them.
- iii) Established 3 Contact Points at Tengnoupal, Pallel and Salemthar (Chandel)
- v) Use techniques like music, drama, storytelling, outings and other child friendly methodologies to attract and sustain the interest of the children.
- vi) Once children start participating, it introduce age-appropriate education, access to vocational training, recreation, bridge education, linkages to the National Open School Programme (NOSP), health care, counselling, etc.
- vii) In order to provide useful vocational training to children, every Open Shelter should tie up with NGOs and ITIs to either provide vocational training facilities by sending the children to such NGOs or ITIs or provide such facilities within the Open Shelter.
- xiv) Provide accessibility to girl of all age groups up to 18 years of age



Observance of SWACHH PAKHAWADE, 2017 at the Shelter

### 6. Old Age Home

**CDAC Manipur** has been running an Old Age Home at Moreh, Tengnoupal District to provide food, shelter and medical care to the abandoned and uncared for older persons of the area. During the year the organisation provides shelter to 5 male and 5 female inmates. In the Home, health of the inmates were regularly checked up by one part-time doctors and trained nurse. Regular counselling were also given to the inmates by trained counsellors and physical exercise were also done by a trained instructor. Inmates were taking out for outing at different places as part of recreation.



## 7. Vocational Training-cum-Production Centre for OBC Women & Youths

### i) Handloom Unit

CDAC Manipur started the programme with the aims of socio-economic upliftment of rural poor women through handloom production thereby increasing the handloom products. 50 rural poor women/marginal labours are given basic and advanced skill training on handloom weaving (fly shuttle looms) and designing for three months by the trainers at the Centre. They are also trained on marketing techniques and financial management. The trained women are provided raw materials and produced variety of handloom products ranging from phanek, inaphee, bedsheet, chingphee, towel etc. at the Centre. Raw materials are also provided to those trained women who wish to work from their home. All the finished products are collected at the centre and marketed.

### ii) Embroidery & Tailoring Unit

CDAC Manipur has been conducting 12 months Embroidery, Tailoring & Cutting training for Other Backward Classes (OBCs) women, girls and youths since last many years. The main objective of the programme is to impart skill development training to girls, women and youths belonging to other backward classes (OBCs) so that they can take up the trade for self-employment and for employment after the training for their livelihood. During the year the programme benefitted 50 girls, women and youths from Moreh areas of Chandel District. They were imparted skill training on embroidery, tailoring and cutting trades by the trained and experienced trainers of the Centre. CDAC Manipur have been conducting the training since last many years with a view to impart skill upgradation training to rural poor Other Backward Classes (OBCs) women/girls & youths so as to enable them to self-employed thereby increasing their earning capacity. At the Centre, trainees were allowed to work together to earn a regular income by producing variety of embroidered and readymade items once their training is completed

## 8. Integrated Rehabilitation Centre for Addicts

CDAC Manipur has set up an Integrated Rehabilitation Centre for Addicts (IRCA) at Moreh, Tengnoupal District to rehabilitate alcoholics and other substance abused youths in view of the increasing numbers of drug addiction among youths of the area. The Centre provides rehabilitation service to 15 youths who are addicted to alcohols, SP Tables, N-10 tablets and heroine No.4 by way of detoxification programme under the supervision of Doctors, regular counselling by trained Counsellor and Yoga, meditation and other physical exercise under the guidance of trained instructors.

## 9. Livestock Farming for Income Generation of Rural & Tribal Women

### i) Poultry & Duckery Unit

During this year the organisation identified 60 poor women from Wangjing villages in Thoubal District for the programme. The identified women were given training on poultry farming by experts from District Veterinary office and successful farmers at Wangjing. Chicks were distributed to identified and trained women beneficiaries in phase manner. The Organisation supplied 10 (ten) chicks each to women beneficiaries and also supported 50% of feeds and concentrates. Each beneficiaries shall returned 5 mature hen to the organisation. Thus, the programme has been helping many poor women in their income generation and socio-economic upliftment and it has also been the important income earning unit of organisation's revenue since its inception. The farm has also been serving as training centre for poultry farming for the beginners.

### ii) Piggery Unit

CDAC Manipur has been engaging in piggery farming since the year 1998 to encourage self-employment among rural and tribal women through livestock farming in rural and tribal areas of Thoubal, Tengnoupal and Chandel District thereby increasing of meat products and improving income of poor rural and tribal women. During this year the organisation identified 100 poor women from Tengnoupal and Moreh villages in Chandel District for the programme. The identified women were given training on piggery farming by experts from District Veterinary office and successful farmers at Tengnoupal and Moreh Village. Piglets were distributed to identified and trained women beneficiaries in phase manner. The Organisation supplied 5 (five) piglets each to women beneficiaries of the two villages and also supported 50% of feeds and concentrates. Each beneficiaries shall returned 5 piglets to the organisation after breeding or 2 matured pigs. The returned piglets are again distributed to new

beneficiaries. Thus, the programme has been helping many poor women in their income generation and socio-economic upliftment and it has also been the important income earning unit of organisation's revenue since its inception

### NGO Networking & Training/Conference/Seminar Attended

CDAC Manipur has been member of All Manipur NGOs Forum, Imphal and Thoubal District NGOs Development Forum, Thoubal. It is also a member of Confederation of NGOs of Rural India (CNRI), New Delhi, India Network for Combating Trafficking (INCT), New Delhi and State Level Anti-Trafficking Committee. The Secretary, members and staffs are regularly participating trainings, conference, seminars etc. on different areas conducted at national and regional level by NIPCCD, New Delhi, VVGNI, NOIDA, NIRD, Guwahati, NISD, New Delhi, RRTC, Wangbal etc. CDAC Manipur is also a member of Thoubal District Child Protection Society (DCPS) under ICPS of Ministry of Women & Child Development, Govt. of India.

### Bankers

1. Manipur Rural Bank, Wangjing Branch
2. Indian Overseas Bank, Imphal.
3. State Bank of India, M.G. Avenue, Imphal.
4. United Bank of India, Thoubal Branch.

### F. Official Visitors during the year

S. No.	Name of Visiting Official with Designation & Address	Purpose of visit
1	Shri L. Victor Singh, District Child Protection Officer, DCPU, Chandel	Inspection
2	Shri Kh. Jitendra Singh, Member, CWC, Thoubal	Inspection
3	Ms. Babita Sapam, Secretary, RVS, Wangbal	Inspection
4	Ph. Khangmeilun, GM. DIC, Thoubal	Inspection
5	Alendra Tripathy, Officer-in-Charge, NILD, NERC, Aizawl	
6	K. Anita Devi, District Child Protection Officer, DCPU, Thoubal	Inspection
7	Gajoo Rajkumari, Protection Officer, DCPU, Thoubal	Inspection
8	Ravi Sharma, Protection Officer, DCPU, Thoubal	Inspection
9	R.K. Tamphasana, Social Worker, DCPU, Thoubal	Inspection
10	Dr. K. Meena Devi, Medical Officer, DTC, Thoubal	
11	Dr. Kh. Robindro Singh, Psychiatrist, District Hospital, Thoubal	Camp
12	Dr. M. Rajendra Singh, Monitor, RRTC, Wangbal	Monitoring
13	S. Kameshon Singh, Monitor, RRTC, Wangbal	Monitoring
14	Thangkholum Kuki, District Social Welfare Officer, Chandel	Official Visit
15	Th. Nilakumar Singh, District Social Welfare Officer, Thoubal	Inspection
16	Mr. D. Mathew Maring, Social Welfare Officer, Moreh	Inspection
17	N. Binod Singh, District Social Welfare Officer, Bishnupur	Inspection
18	Ms. Nancy Tingneihoi, Research Scholar, TISS, Hyderabad	Data Collection
19	Kh. Tompok Singh, Secy, ABCDO-Observation Home, Khongjom	Official Visit

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