



भारतीय पुनर्वास परिषद् **वीए आर सी**  
(सामाजिक न्याय और अधिकारिता मंत्रालय, भारत सरकार के अधीन एक स्वायत्त निकाय)

## REHABILITATION COUNCIL OF INDIA

(A Statutory Body under the Ministry of Social Justice and Empowerment)

Department of Disability Affairs

भारतीय पुनर्वास परिषद्

7-14/24AICCM/RCI/

4149-4241-52

July, 2015

All Head of Institutions / Department of Diploma, Degree and above level courses

(Participating States)

**Sub: Two days Orientation Programme for Course Coordinators / qualified faculty – reg.**

Madam / Sir,

The Council has decided to organize an 'Orientation Programme for Course Coordinators / qualified faculty' of Diploma / Degree / Master level courses of RCI in two regions of the country in collaboration with the institute and the respective Zonal Coordination Committees (ZCCs) of the RCI. The said workshop will focus on the following aspects:

- Orientation to course coordinators/faculties of B.Ed. and M.Ed.Spl.Ed. programme about revised syllabi 2015
- Orientation of Course coordinator / Faculty of RCI approved training institutions about the Joint Inspection Report Formats
- Orientation of Course coordinator / Faculty about the conduct of inspection, writing report, and submission of Joint Inspection Report
- Suggestions / views of Course coordinator / Faculty of RCI approved training institutions on RCI approved courses, Joint Inspection Formats
- Suggestions / views on curriculum transaction and other issues related to courses.

2. The details of the workshop are mentioned as under:

Region	Venue	Date	States	Participants	Contact person
North East & Eastern Zone	Ramkrishna Mission Institute of Culture, Golpark, Kolkata-29	13-14 Aug, 2015	Assam, Arunachal Pradesh, Nagaland, Mizoram, Meghalaya, Tripura, Sikkim, Manipur, Bihar, Jharkhand, Orissa, West Bengal	Course Coordinator / Qualified Faculty of Diploma / Degree / Master level courses (only RCI Registered)	Dr. Ashok Chakraborty Secretary/ Chairperson, Eastern Zonal Coordination Committee Shelter 3, Bholanath Bhaduri Sarani, Bhadreshwar Hoogly, West Bengal – 712124 Tel: 033-26337543 Fax: 033-26330961 9831026820 shelcare@rediffmail.com

3. You are requested to depute <sup>only</sup> one course coordinator / faculty to attend the said workshop. Preference shall be given to course coordinator/ faculty of B.Ed.Spl.Ed./ M.Ed.Spl.Ed. if being offering at the institutions/organizations.

4. The faculty deputed for orientation programme shall be responsible to train & guide other faculty members of the concerned institute after attending the workshop. The institute shall submit a report on training & orientation of all the other faculty members along with their details in the enclosed format by email to the Council. (Table A)

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5. RCI will reimburse to & fro II AC train / State Roadways Bus fare to the participants, **only on production of original tickets**. Reimbursement of local conveyance will be restricted to auto fare. The Council will also provide reasonable boarding & lodging to all the participants for two nights. For further details about the said workshop, stay arrangements, etc. participants may contact the Institute Head as mentioned above.
6. You are requested to send the details of the faculty deputed for the programme in the attached format with a confirmation only through email to the Institute Head with a copy to the Council (Table A).
7. Please mention details of special needs (e.g. for wheelchair user, material in Braille/soft form/sign language interpreter/etc.) for the participants with disabilities so that the organizer can make the necessary arrangements.

Yours faithfully,

  
(S.K. Srivastava) 06.7.15  
Member Secretary

CC –  
Dr. Ashok Chakraborty  
Secretary/ Chairperson, Eastern Zonal Coordination Committee  
Shelter  
3, Bholanath Bhaduri Sarani,  
Bhadreshwar Hoogly,  
West Bengal – 712124 for kind information and necessary action please

Table A - Format for details of course coordinator / faculty deputed for the Orientation programme.

Name of the Institute with full address & contact details	Course(s) conducted	Details of the course coordinator / faculty deputed				
		Name of the Faculty deputed disability-wise course(s)	Designation	Rehab Qualification with specialization (if any)	RCI Registration no.	Contact details (email, Mobile, Phone etc.)