

CITIZEN DEVELOPMENT CENTRE (CDC)



Annual (Activity) & Audit Report April 2017 to March 2018

CITIZEN DEVELOPMENT CENTRE (CDC)
For Leprosy Persons, Handicapped & Women Welfare Society (Regd.No.9 of 1997)
#1 No : 44, Old Post Office Road, Venkatapuram, Ambattur, Chennai -53

GCA	DTP	TALLY	TAILORING
MS DOS	Adobe Pagemaker	Basic of Accounts	Cutting
MS Word	Adobe Photoshop	Master Accounts Info	Stitching
MS Excel	Corel Draw	Inventory Accounts	Embroidery
MS Power Point		Invoice	Fashion Design

With Functional English, Internet & Email, Basic Hardware
Maintenance, Personality Development Classes

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Introduction:

The year 2017-18 for CDC has been a year of experimentation, learning and evolving. The year threw up many challenges, prompted us to push ourselves to, become innovative and emerge with new insights. We have also strengthened and streamlined our interventions through regular monitoring, evaluation and timely strategic decision making throughout the organization.

In times of crisis and pain, what has helped us stay the course is the faith that has been bestowed on us by our beneficiaries, partners, funders and well-wishers. Amidst all of this, we are kept motivated when the trainees emerge in flying colors. This report gives a glimpse of activities carried out in the financial year 2017 – 2018

Our Vision

Upliftment of ailing people and initiate service activities through them.

Our Mission

1. CDC is a secular non-profitable and non-political with social service as motto.
2. Providing self employment to the physically handicapped, widows. Poor, downtrodden through Skill Training in Tailoring & Computer.
3. Establishing a Skill Training centre for the beneficiaries to impart training in Tailoring & Computer to empower them etc.
4. Disseminating information about employment opportunities to the unemployed youth especially women, physically handicapped and helpless widows.
5. Welfare activities for the upliftment of Women and Children
6. Protection from child abuse



General Body Meetings:

During this year 4 general body meetings were held. Major points discussed in the general body meetings are:

- On 18.06.2017 New President & Honorable Advisor have been appointed for CDC
- For the society development, more resources should be mobilized; current



programs and activities have to be streamlined in an organized way.

- Plans & strategies were discussed to introduce new skill training and improve the training quality.
- Necessary steps have to be taken to Provide Govt.

recognized certificates to the trainees.

- The skill training program should be conducted at a larger scale, benefiting many unemployed youths & women and link them with suitable job placements.
- Communication ability, skill development, personality development and skills to face the job interviews have to be provided to women by trained professionals.
- For effective Welfare Activities and skill development of CDC Land has to be purchased in a rural area in the name of CDC.

Training on Computer Operations:

Skills and Knowledge are driving force for Economy growth and Social Development of the Society. We started the computer training unit in the year 2004 and since then it has been functioning in a very efficient way. We are currently conducting training on



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CCA, DTP and TALLY. Customized syllabus for these trainings have been printed and distributed to our trainees.

During January 2017 to December 2017, we have trained 249 trainees and all of them



completed the training successfully. Certificates and placement services were provided to them. The latest batch (January 2018 to April 2018) consisted of 67 trainees, they undergone training in CCA, DTP, TALLY. We are living in E-Mail world it is essential for Communication, Research and Financial transactions hence

Trainees were trained in Internet and E-Mail.

Apparel Training Unit (Tailoring Course)

Tailoring Training provides wide range of employment and also Self employment to Women. Hence CDC concentrate more on Tailoring training with flexible timing. We are stepping in to our 16th successful year of Tailoring-training. Our unit is functioning with the guidance of 3 experienced faculties. During the period of January 2017 – December 2017, total of 283 trainees have completed the 4-month tailoring course. Certificates and necessary job placements were arranged to them.

The present batch (January 2018 – April.2018) consists of 75 trainees. They were taught also to work with over lock machine and Aari Embroidery



Special Session on Tailoring Mechanism

Tailoring machine mechanism class was held at CDC on 15th April 2017. About 50 trainees attended the session. Mechanism for home sewing machine was taught to Tailoring students. Trainees were taught on how to maintain the machine, do's and don'ts when the machine is in use and many more.



Special Session on Industrial Tailoring Machine Demonstration

Garment Export Companies and apparel manufacturing units use Electrical Sewing Machine. Hence Power operated Industrial Tailoring Machine Demonstration has been organized for the trainees to understand the electrical tailoring machines operation.

Students were taught how to handle and maintain Electrical operated Sewing Machine. Students were also taught about Needle Movement, Stitch formation, Fabric Control and Thread Control.



Fashion Designing Course

We started the Fashion Designing Course in the year 2015-2016 and since then it has been functioning in a very efficient way. Duration of the course is 4 months. This year (January 2017 to December 2017) 46 trainees have completed their training.



Beautician Course

We started the 4 months Beautician training Course in the year 2014-2015 and since then it has been functioning in a very efficient way.

This year (January 2017 to December 2017) 33 trainees have completed their training. Certificates and placement services were provided to them.



All the Skill training Programs Supported By:

Charities Aid Foundation India & Accenture Chennai CSR volunteer team.

Basic English Training Course

English is very essential communication language these days. We started the basic functional English class in the year 2010 in CDC campus & since then it has been functioning in a very efficient way. 200 trainees from computer & tailoring training class were included in this Basic English training course.



E-Mail and Internet Session

We conduct Special sessions to students on Internet and E-mail. It is a preferred Communication medium every day. Students were taught about E-mail Account opening, sending and receiving messages. They were also taught about online shopping, on line Banking and online Business.



Basic Hard ware Maintenance



To facilitate the Trainees to handle Computer with ease Training Program on Computer Hard ware Maintenance was conducted by CDC.

Training was given on the importance of hard ware parts like CPU, Monitor, Key Board, and Mouse. Trouble shooting steps when the Computer stops working were highlighted.

Personality Development

Personality Development Program was conducted at CDC training campus bimonthly. 140 trainees participated in this training session. Mr.S. Arputhanesan, Psychology Counselor conducted this training program. Trainees were given guidance on Interview skills, Self-confidence, appearing exams without fear etc.,



Student Assessment and Evaluation

Student Assessment and Evaluation for Job placement was conducted at CDC on 12.12.2017 and on 28.03.2017. Each candidate was advised to take decision for vocational planning. High light of assessment and evaluation program is to do Self Assessment before choosing the job, Select the jobs suitable for their personality type, interests, Values and Skills. Students were given employers details and get employment. Employers were also informed about candidate's availability for jobs



Special Events:

CDC conducted Special events like summer camp, distribution of educational materials, certificates, medical camp etc., during the reporting year

Summer Camp

On 25th April 2017, a summer camp was conducted at CDC training centre. Trainees of computer class, Tailoring class, Fashion designing course, Beautician course and other students from various program participated. 90-students participated in the camp & various performances were given by them. Winners were given prizes.



Certificate Distribution

On 10th June 2017 & 11th Nov 2017 certificates were distributed in CDC training campus for those who successfully completed following courses. Tailoring, Fashion Design, Beautician, Aari Embroidery, and Computer courses BASIC COMPUTER, DTP, TALLY from CDC. A total of 260 trainees received their course completion certificates.



Free Educational Materials Distribution

In the CDC located service area at Ambattur on 22nd July 2017 we distributed free Notebooks & Educational materials for poor needy children. Students were briefed about availability of educational avenues to improve their standards.

This year around 75 children were benefited. This program was organized by CDC in collaboration with **Shri Banaskandha Palanpur Jain Association Kilpauk**, **Govinda Seva Sangam Ambattur** & **Other Public donars.**



Health Awareness Camp

A special program to create awareness about health priority was conducted by CDC. More than 50 Women Participants in the age group of 18 to 58 attended the program. Main focus is on the holistic Development of women health.

Invitees spoke about Responsibility of Women to take care of their health. Importance of mental health to Women and Female Feticide were also discussed.



Gandhi Jayanthi Day Celebration



On 14th OCTOBER 2017, GANDHI JAYANTHI DAY was celebrated in CDC. Mr.Ravikumar, President, Lions Club, West Anna Nagar presided over the function. Mr. A.K.M. Josephraj, Mr. Venkatachalapathy Lions club office bearers, Uma Maheswari, GLARA

Chennai & other volunteers were attended.

We distributed free MCR Foot Wears, Rice Bags, provisions & Bed Sheets to 35 Leprosy affected people from Balaramapuram Leprosy Colony at Villivakkam & 10 physically challenged people from GLRA with the support of Lions Club Annanagar, Anandashram Kerala, Govinda Seva Sangam Ambattur & *Other local donors.*



On 14th NOV 2017 Children Day was celebrated CDC. Children spoke about Children day. We conducted Sports program and distributed the prize for children. Around 75 students were benefited by this program.



Our Special Thanks to MJF. Lion.AKN.Joseph Raj, District Chairperson, Lions club, West Annanagar (District 324-A5/2017-2018).

At this juncture we would like to express our heartfelt thanks to MFJ.Lion.AKN.Joseph Raj for inviting 170 physically challenged and leprosy affected beneficiaries to participate in the Christmas Eve conducted on 20.12.2017. On this occasion one of the CDC beneficiary “Aadhi” who become limp due to accident was given power sewing machine. It was a great help to Aadhi to earn for his family.



World Anti-Leprosy Day

On 30.01.2018 World Anti – Leprosy Day were conducted in Balaramapuram Leprosy Colony at Villivakkam. This function was Sponsored by Govinda Seva Sangam Ambattur, . Mr.Ravikumar Mr.MadhanaGopal & Mrs.Daisy Srinivasan participated in the function & gave each beneficiary 1 Bag containing Rice, Oil, Dall, Sugar, Coconut Oil and Bath Soap. MCR Chapels were distributed to 65 leprosy affected persons. Meals were arranged for all those attended the program.



International Women's Day Program

On 24.03.2018 we celebrated International Women's Day program in CDC. Chief Guest for the function is Mrs.Padmini Pattabiram, Sasha School Ambattur. About 100 women participants attended the function.

The focus of the day is to encourage and appreciate women. Women have participated and shown their skill in Painting, Rangoli, Cooking, Mehendi, and speech on Women's day conducted by CDC. Participants were given Prizes. CDC gave memento to all the women who attended the celebration. Motivational speech on Women Rights was delivered to empower them.

Prizes were distributed by Chief Guest to all the participated women and Memento were given to all the women who attended the programe.CDC founder Mr.Gunasekaran, All the staffs, Board members were honored for their noble services



Future Plans

- 👉 We are planning to transform our tailoring training machines from manual operated machines to power operated machines. We are planning to approach donors to provide electrical tailoring machines.
- 👉 We are planning to extend our skill training in a more diversified way in order to reach the needs of the trainees. To improve their competency, we propose to start Apparel Training.
- 👉 Introduction of new courses like Software languages, Animation technologies, to benefit more trainees as soon as possible.
- 👉 We were planning to train Women in Auto Driving and Car Driving. Training women as Auto Drivers and car Drivers is job oriented. Buying Auto and Car for driving training require high investment hence to start with we are planning to tie up with local Driving Schools and Impart training.
- 👉 Focus more on Children's development through education & empowerment
- 👉 We are planning to construct a residential training centre for the differently abled and poor downtrodden people, where the trainees will be provided with Skill training along with Boarding & lodging. This training centre will serve the rural people who are in need of skill training.

Volunteering

- We need individuals with varied skills and resources to help our work grow.
- Tell people about CDC and the work we do.

Conclusion

We express our sincere thanks to all the Donors, Institutions, NGOs, Faculties and trainees who have helped us throughout the year for the successful progress. We express our heartfelt thanks to Charities Aid Foundation India & Volunteers Team from Accenture for their valuable support and guidance for the skill training project.

We are looking forward for a better year and would like to continue this valuable relationship with all of you for the better growth of our Organization and empower below poverty line people thereby fulfill our main aim "Making Disabled as Abled", through proper technical training and guidance.