

Narrative Monitoring Report

(to be submitted as per agreement, but not later than each 6 months):

Project Partner:	Dr. A.K. Agarwal		
Project Name:	Sound Hearing 2030		
Project No.:	2583		
Reporting Period:	Jan- Dec 2014	Date of submission of report:	14th Jan 2015
Report author:	Dr. Suneela Garg & Ms. Deeksha Khurana		

Section A: Achievements and Successes (1-1.5 pages)

A1. Which activities were planned for the reporting period?

- 1. Sound Hearing India activities**
 - 1.1 Developing and maintaining accessible website
 - 1.2 Promoting partnership with NGOs, DPOs and networks
 - 1.3 Partnership with Foundations and commercial vendors
 - 1.4.4 Administration (annual audit expenses, registration as a global entity, office supplies, communications, training of staff)
- 2. Sound Hearing International activities**
 - 2.1 Support country workshop to develop strategy paper
 - 2.2 Developing alliance with WHO SEA & HQ, UNESCO etc.
 - 2.4 Promote Sound Hearing as global initiative through World Conference
 - 2.6 Administration cost for Treasurer Office

A.2 Which activities have been implemented?

1.1. Developing & maintaining accessible website

The website: www.soundhearing2030.org has been updated from time to time with information put out regarding important events and reports uploaded. The first information about World Congress and annual reports has been uploaded on the website. The IEC material developed by WHO for International Ear & Hearing Care Day 2014 and material developed by Hear the World Foundation for International Noise awareness day 2014 has been uploaded on Sound Hearing Website. The reports on Situation analysis on ear and hearing health care in Timor Leste and

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profile of hearing morbidity and identification of barriers and challenges for access to ear and hearing care services in children of urban and rural areas of Delhi have been uploaded on the website.(This study has been supported by ICMR)

1.2. Promoting partnership with NGOs, DPOs and networks

Renewal of Institutional membership of Vision 2020:

Sound Hearing 2030 renewed institutional membership of Vision 2020 for the year 2014. An amount of INR 20000/- was paid for the renewal of membership.

1.3. Partnership with Foundations and commercial vendors

Visit to Techshare 2014:

President, Treasurer, Programme Officer and Administrative Officer visited the Techshare 2014 held on 13th & 14th Feb 2014. During the event, the IEC material developed by Society for Sound Hearing was disseminated widely through exhibition stall of CBM.



1.4.4. Administration activity:

External Audit of Society for Sound Hearing accounts:

The accounts of Society of Sound Hearing were audited by an external auditor nominated by CBM from 23rd-26th June 2014. All accounts related documents and documentation related to legal compliances were audited in detail.

The report with observations and recommendations from the auditor was received in

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1st week of Aug. Subsequently a meeting was held in the CBM Bangalore office on 13th Nov 2014, where Heike Uhl, Internal auditor, CBM IO, Dr. Sara Varughese, Dr. Suneela Garg, Ms. Deeksha and Mr. Jesuraj were present. The meeting was organized to review the status of accounts related activities of SH2030. All the documents related to accounts and legal compliances as per the agreed deadlines are being submitted to CBM. The salient points of discussion were TDS deduction, filing of ITR and FC return, filing of 80G and tally system of accounting.

ACTIONS TAKEN:

Tally system of accounting:

Tally system of accounting has been initiated and the accounts with effect from April 2012 have been put in the Tally system. Part time accountant has been appointed with effect from Nov 2014 to undertake this assignment.

TAN Number for Society for Sound Hearing:

Society for Sound Hearing applied for TAN Number which was received during first week of June 2014.

Filing of IT returns of Society for Sound Hearing:

Income tax returns of Society for Sound Hearing for the year 2012-2013 and 2013-2014 have been filed and copy of the same has been submitted to CBM.

Deduction of TDS and its timely deposit:

TDS is being deducted on regular basis where ever applicable and is being deposited on a regular basis.

Audit of Sound Hearing account for year 2013

The audit of Society for Sound Hearing for the year 2013 has been completed and the audit reports have been shared with CBM.

FCRA Certification & Returns for India Office:

Society for Sound Hearing has received FCRA registration vide. application number II/210022/83 (0006)/2013-FCRA-II. The FCRA registration No. is 231661487. The FCRA return of Society for Sound Hearing for the period April-March 2014 has been filed. The details of FCRA registration and FCRA return have been shared with CBM

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office.

Filing of 80G certification of Society for Sound Hearing:

Society for Sound Hearing has filed for 80G certification and it is expected that the certificate would be received by June 2015. All the donors who have given their donation to the society would be given 80G certification so that they could avail the tax exemption benefit in the next financial year.

SOPs of Society for Sound Hearing:

SOPs of Society for Sound Hearing with regard to accounting matters has been prepared and shared with CBM.

Celebration of 3rd March 2014- International Ear & Hearing Care Day

Facilitators: *Ms Deeksha Khurana (Programme Officer SH2030) and Ms Janki Mehta (Administrative Officer SH2030)*

Coordinated by: *Dr. Suneela Garg and Dr. Arun Agarwal with support from Ms. Kriti Gulati (Research Officer)*

Target Group- *Families and children living in the slums at Jungpura, Delhi*

Participants: *50*

In order to spread awareness regarding ear and hearing care, a short talk was conducted. The Talk was conducted in two schools run by Neev, an educational project of Nav Abhiyan (A grassroots development initiative promoting self-reliance and self-esteem), with one of them being run in the Slums. The participating parents and children belonged to a low socioeconomic background.

The Talk was conducted using IEC material (Including Pamphlets, posters and flipcharts both in Hindi and English) developed by Society of Sound Hearing.

The content of the talk included commonly encountered ear problems in children, talking about various milestones which can help detect hearing loss in a child and various Do's and Don'ts related to ear care. Special mention was given to various factors that can contribute towards hearing loss in a baby and parents were also informed about "Neonatal Hearing screening programme" being run in Lok Nayak Hospital Delhi where the all the babies are screened for hearing loss on the first day



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of their life.

The talk was interactive in nature where the questions were asked in the community and the discussion was done on the basis of the answers received. The community participated in the interactive talk actively and showed interest in listening and learning.

IEC material of Society of Sound Hearing was displayed in the school premises and distributed to the teachers of the school and the community members.



2.1. Support country workshop to develop strategy paper:

Situational analysis of ear and hearing care in Timor Leste was carried out during 19th-28th March 2014. During the analysis, the detailed discussions were carried out with resource persons from Ministry of Health, WHO, National Hospital and NGOs. During the situational analysis, status of human resources related to ear care, health care delivery, training facilities and rehabilitative services was compiled. **Detailed report has already been shared with CBM.**

2.2. Develop alliance with WHO SEA & HQ, UNICEF, UNESCO etc.

Alliance with WHO HQ:

I. Review of status of ear and hearing health care in SEAR.

Since there is a dearth of epidemiological and programmatic information and data about

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hearing and ear health in SEAR, it was agreed that a situational analysis is needed. SSH expressed their readiness to partner with WHO in this. **APW has been awarded to SH 2030 by WHO-HQ for undertaking this assignment.** The desk review focuses on epidemiological and programmatic aspects of ear care comprising of manpower, infrastructure and National Committees if any. The attempt will be to identify issues and gaps in ear care. Examples of good initiatives whether in the public or private sector will be included.

II. **Collaboration for the World Congress**

WHO-HQ has agreed to be the technical partner for World Congress and details of the World Congress have been uploaded on WHO-HQ website.

Dr. Maria Alarcos Cieza Moreno, & Dr. Shelly Chadha from PBD, WHO HQ have been sent a formal invitation to attend the World Congress on behalf of WHO-HQ. Dr. Shelly Chadha has also consented to be the member of **Scientific Committee** for the World Congress and is facilitating the preparation of scientific programme. A formal communication has been sent to WHO-HQ to disseminate information about World Congress through their database.

III. **Initiation of process of signing MoU**

The process for developing alliance between WHO-HQ and SSHI has been initiated. All financial and legal documents required as per WHO norms have been submitted. Copy of draft document enclosed.

Alliance with WHO SEARO:

A meeting was held between Dr. Sudhansh Malhotra, Regional Adviser, (Primary & Community Health care), WHO, President Dr. A.K. Agarwal, Treasurer and coordinator Dr. Suneela Garg and Programme Officer Ms. Deeksha Khurana of Sound Hearing 2030 on 11th Feb 2014.

The following were the salient points of discussion:

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IV. SSH-WHO/SEARO joint meeting on hearing and ear care

It was realized that there is an urgent need for advocacy for hearing and ear care in the Region. For this purpose, it was felt that a meeting inviting government policy-makers/programme managers, potential donors and professionals will help in building advocacy as well as harnessing resources for strengthening hearing and ear care programmes in the Region.

In principle, an agreement was reached that a jointly funded meeting be organized by SSH and SEARO in the third quarter of 2014. Provisionally, it was agreed that the meeting could be held from 8-10 October 2014 in Myanmar. WHO-SEARO offered to develop a draft concept note for further discussion. This concept note will define the objectives of the meeting, a broad agenda as well as responsibilities (including funding) of the two organizations. The draft will be shared with SSH for consultation. The final draft will be put up to SEARO Senior Management for consideration and approval.

V. World Congress

It was informed that SH2030 is organizing the first World Conference on Ear and Hearing care with the theme "Action towards better hearing" in New Delhi from 12 to 14 February 2015. SEARO participation and support was requested and also indicated that SSH would be requesting RD/SEARO to be the Guest of Honour during the inaugural session of this Conference.

2.3 Promote Sound Hearing as global initiative through World Conference

The following activities related to preparation of World Congress have been carried out during 2014.

Constitution of Committees for World Congress

*As per the directions of Executive Committee meeting held at Hongkong in Oct 2013, advisory committees and local committees for the World Congress have been constituted. **Mr. Dave McComiskey, President CBM gave his kind consent to be the Patron for the World Congress and has agreed to attend the Congress on***

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all the three days.

Advisory Team has been segregated into:-

- *Global Advisory Committee*
- *Regional Advisory Committee*
- *SAARC Advisory Committee*
- *National Advisory Committee*

The following are the Committees which have been constituted:-

- *Scientific Committee*
- *Public Relations Committee*
- *Fund Raising Committee*
- *Publication Committee*
- *Awards Committee*
- *Registration Committee*
- *Exhibition Committee*
- *Venue Committee*
- *Catering Committee*
- *Social Program Committee*
- *Accommodation & Transportation Committee*

The roles and responsibilities of all the committees were drafted. The activities of individual committees are being coordinated by the Coordinator. A formal communication was mailed to the identified members and their concurrence was sought.

Congress venue

***India Habitat Centre** has been finalized as the venue for World Congress. The venue includes The Stein Auditorium (Plenary Session), Silver Oak I & II (Parallel Sessions), Chinar (Secretariat), Mahogany room (Preview Room), hub (Lunches & Tea/Coffee) and Charminar (Exhibition). Two installments of INR 5 Lakhs each have been paid to them and MoU has also been signed. Soft copy of MoU has been*

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shared with CBM.



Professional Conference Organizer

Alpcord Network Private Ltd. has been finalized as the Professional Conference Organizer for World Congress. MoU has also been signed with them which has been shared with CBM. Two installments covering 50% of the management fee has been paid to them as per the MoU.

Services provided by Professional Conference Organizers include:

- *Website creation, management and updations as required from time to time*
- *Online Registration facility.*
- *Online Abstract submission and online review facility.*
- *Designing requirements of Conference Material*
- *Audio Visual Management*
- *Photography and Videography Management*
- *Signage & Branding, Designing, Selection of vendors and Management.*
- *Conference Management*
- *Memento's, Gifts & Conference Kits Management*
- *Accommodation, Tours and Travel Management*

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- Any other assignment as required from time to time.

Development of separate accessible website for the Congress

A separate accessible Congress website www.sh2030worldcong.org has been designed. The website has the online registration and abstract submission mechanism uploaded on it. The Congress website has also been linked with the SH2030 website.

Development of Scientific Programme for World Congress

Day wise scientific sessions for World Congress have been finalized in coordination with Scientific Committee and have been uploaded on the Congress website. Session wise tentative speakers have been identified and finalization of scientific program is in process.

The following are themes for the World Congress:

- **Epidemiology of ear diseases and hearing loss**
 - Prevalence of hearing loss , its causes and risk factors (studies from different parts of the world)
 - Rapid assessment of hearing loss: possibilities
 - Conducting population-based studies to assess hearing loss
- **Role of international agencies in promoting ear and hearing care**
- **Rehabilitation and care of the hearing impaired and Community based interventions for ear and hearing care**
- **Modern technologies and entrepreneurship for better ear and hearing care**
 - Diagnostic audiology: new developments and their public health impact
 - Fitting hearing aids in low resource settings: approaches and models
 - New advances in middle ear surgery and their implication in treating hearing loss
- **Barriers and challenges to access of ear and hearing care**
 - Status of hearing care across the World
 - What are the factors which limit provision of hearing care
 - How can barriers to hearing care be addressed
- **Neonatal and infant hearing screening: an analysis of existing models**
 - WHO recommendations for NIHS
 - Sound Hearing model of NIHS
 - NIHS across the world
- **Role of alternative medicine for better ear and hearing care**
- **Developing human resources for ear and hearing care**

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- Existing situation of human resources for hearing care across the world
- Training for development of hearing health workforce
- Role of key sources in bridging the human resource gap
- **Developing national strategies for ear and hearing care including integration with eye care: From Planning to Implementation**
 - Development national strategies: why and how
 - Models of national strategies from across the globe
 - Integrating ear and hearing with eye care: a possible model of integrated service delivery at community level: examples from India, Nepal and Bangladesh
- **Research areas and funding priorities in hearing care**
- **Health promotion in ear and hearing care**
- **Noise induced hearing loss: can we control it?**
 - Recreational noise and its impact on home and society
 - Control of noise at workplace
 - Implementation of legislations regarding Noise induced hearing loss: examples from different countries
- **Ototoxic hearing loss: can we control it?**
 - Ototoxic hearing loss: prevalence and prevention
 - Models for prevention of ototoxic hearing loss
- **Promoting inclusion of persons with hearing loss**
 - IEC strategies
 - Sign Languages
 - Captioning
 - Models of increasing accessibility for persons with hearing loss
 - Mainstreaming of persons with hearing loss and disabilities with gender perspective.

Pre-Congress Workshops

Hands on wet cadaveric temporal bone training is being organized on 11th Feb 2015 and 13th Feb 2015 at Maulana Azad Medical College. Another workshop of “Advanced hearing aid fitting solutions” is being organized on 11th Feb 2015 is being organized at Maulana Azad Medical College. The details of the workshops are available on Congress website.

Abstracts

The broad themes for abstracts and guidelines for the authors have been finalized and uploaded on website. The abstracts are being invited for Oral and e-poster presentation.

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The following are themes for the abstracts:

- *Epidemiology of ear diseases and hearing loss.*
- *Integrated approaches for ear care*
- *Rehabilitation and care of the hearing impaired*
- *Community based interventions for sound hearing*
- *Modern technologies for better ear and hearing care*
- *Barriers and challenges to access of ear and hearing care*
- *Congenital hearing loss: prevention and management*
- *Infectious diseases of the ear: prevention and management.*
- *Evidence based research in alternative medicine for better ear and hearing care*
- *Developing human resources for ear and hearing care.*
- *Developing ear and hearing care at national or subnational level.*
- *Innovative strategies for raising awareness about ear and hearing care.*
- *Noise induced hearing loss*
- *Ototoxic hearing loss*
- *Otitis media*
- *Neonatal and infant hearing screening programmes*
- *Promoting sign language and captioning*

*The abstracts which are being received are being reviewed simultaneously and their acceptance is being sent to the participants. The schedule for oral and e-poster presentation is being compiled and would be uploaded on the website shortly. **So far 115 abstracts have been received out of which 89 are for oral presentation and 26 are for e-poster presentations.***

Designing & Printing of Congress registration brochure

Congress registration brochure has been designed and the printing of hard copies is being carried out as requirement. The quotations from different vendors for printing

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*of congress brochure have been procured. **Copy of registration brochure shared with CBM.***

Designing & Printing of Sponsorship brochure

*Sponsorship brochure has been designed and printing of hard copies is being carried out as requirement. The quotations from different vendors for printing of sponsorship brochure have been procured. **Copy of sponsorship brochure shared with CBM.***

Online and offline registration system

Online registration system has been made operational on the Congress website. A separate bank account has been opened in Syndicate Bank, MAMC Branch for transactions related to World Congress. Receipt books have also been printed. So far 161 delegates have registered for the Congress out of which 68 delegates are Indian and 93 are international.

Liaisoning with Rehabilitation Council of India

Rehabilitation Council of India has provided CRE status to the World Congress. Copy of the letter is available on Congress website. Additionally, Mr. Suman Kumar (Dy. Dir, RCI) has been requested to be the Coordinator for audiologist group and is disseminating information on behalf of Sound Hearing 2030.

Ministerial permission for World Congress

Permission letters from Ministry of Health & Family Welfare, Ministry of External Affairs and Ministry of Home Affairs have received. Copies of letters of permission have been shared with CBM and are available on Congress website.

Accommodation and tours World Congress

Special rates have been negotiated with hotels of different categories. These

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rates are being provided to the faculty and delegates. The details have been uploaded on the Congress website. The various tour packages available to the delegates have also been uploaded on the website.

Promotional Activities for World Congress

The details about World Congress have been uploaded on websites of WHO-HQ, IFOS, ISA, Sri Lankan ENT society and Global Coalition. CBM has been requested to upload the details of World Congress on its website.

The detailed database of all the national and international ENT surgeons, audiologists, public health experts and special educators in being compiled at the secretariat. Country wise database of delegates is also being obtained from the EC members. Regular email invitations are being sent from the secretariat. Over 6000 personalized invitation mails have been sent. The details of the World Congress have been uploaded on all prominent medical conferences portals. Regular updates regarding World Congress are being posted on Facebook.

Fund raising for the Congress

In order to raise funds for the Congress and seek participation, SH2030 has established communication with Ministry of Health & Family Welfare, Ministry of Social Justice and Empowerment, Indian Council for Medical Research, Department of Health Research, Department of Science and Technology, University Grants Commission, ESIC, Medical Council of India, National Board for Education and Central Pollution Control Board.

From the private sector, SH2030 has established communication with Alps International, Medel India Private Limited, Cochlear, Medtronic, Meenakshi Clinic, Best Hearing Solutions, Elsevier Health Sciences etc.

2.5 Administration cost for Treasurer office

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Treasurer Office coordinated by joint treasurer Bradley McPherson, and registration as Sound Hearing International Ltd with the EC members as board of Director and Members in place.

Under the guidance of Dr. Bulantrisna Djelantik and other directors of SSHI, the process of amendment of Memorandum and Articles of SSHI is in process. The amendment would incorporate the membership structure of SSHI in accordance with HK laws. The audit of SSHI accounts for the year Jan-Dec 2013 has been completed and the report has been submitted to CBM.

Fees for the legal representative office HLLY under leadership of Mr Alfred Hau and assistant Ms Karen Tam has been paid.

A.3 What progress has been made towards the project purpose?

During 2014:

- 1. Updation of accessible website is being done regularly. Separate accessible website for the World Congress.***
- 2. Relationship with WHO HQ has been initiated. All the legal and financial documents required by WHO-HQ in this regard have been submitted.***
- 3. Over 6000 personalized email invitations have been mailed to potential delegates. Invitation and flyer as First announcement of World Congress 2015 was shared in Conference of Global Coalition 2014, Techshare 2014, International Conference of infectious diseases, Cape Town and various medical colleges in India. WHO-HQ has also been requested to disseminate information about World Congress through its database.***
- 4. IEC material on awareness ear and hearing care shared in Techshare 2014 and two schools run by Neev, an educational project of Nav Abhiyan.***
- 5. Situational analysis on ear and hearing health care in Timor Leste has been completed in March 2014.***
- 6. Under the guidance of Dr. Bulantrisna Djelantik, the process of amendment of M&A of SSHI is in process. The ground work for membership drive of SSHI has been completed by the secretariat staff.***
- 7. An interactive facebook page for Sound Hearing 2030 has been created in Dec***

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2013. The page displays the activities of Sound Hearing 2030 and it updated on a regular basis. The page has received 215 likes so far.

Difficulties encountered and Lessons Learned:

B.1 Which planned activities and results could not be achieved during the reporting period?

Describe any difficulties encountered. Include difficulties which may be outside the control of the project. Outline solutions or strategies used to address difficulties.

1. *Alliance with WHO SEARO was in progress but due to transfer of Dr. Sudhansh Malhotra to Indonesia the process has slowed down.*
2. *National Committee meeting in Nepal was scheduled twice and cancelled.*
3. *Signed MOU between Sound Hearing 2030 and Governments has not been achieved. The MoU between Sound Hearing 2030 and Ministry of Health, Bangladesh was drafted but could not be signed due to political unrest in Bangladesh.*

B.2 What are the lessons learned (from these achievements, successes and difficulties)? How could these be applied the future ?

1. *More efforts are needed through lobbying and dissemination of Sound Hearing initiative to NGOs, foundations, and the private sectors.*
2. *Continued effort to approach WHO SEA office for the finalizing of MOU draft*
3. *A more focused approach has to be planned to obtain a signed MOU directly between Sound Hearing 2030 and governments. Working together with country CBM offices should be tried in this regard.*

Changes in the Project Plan:

B.3 Please specify if the project plan changed during the implementation period. What are the reasons?

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<p><i>Please submit a revised project plan (logframe) in case project results as well as the project purpose are affected.</i></p> <p style="text-align: center;">None</p>	
<p>Changes in Human Resources:</p>	
<p>B.4 Please report on any changes in personnel at the management and senior technical level as well as key positions for the implementation of project activities and reasons for departure.</p>	
<p><i>Dr. Rakesh Shrivastav has resigned from the position of Secretary General of Society for Sound Hearing and has agreed to be the member of Executive Committee. Dr. Bulantrina Djelantik is the acting Secretary General although the activities are being facilitated by Dr. Suneela Garg. The work of Congress is being coordinated by Dr. Arun Agarwal and Dr. Suneela Garg along with Programme Officer Ms. Deeksha Khurana and Admn Officer Ms. Janki Mehta.</i></p> <p><i>As per the audit recommendations, a part time account has been appointed by Society for Sound Hearing wef Nov 2014.</i></p>	
<p>B.5 Please report on relevant personnel training (workshops, courses) during the implementation period.</p>	
<p>NIL</p>	
<p>Section C: Outlook to the Next Reporting Period (6 months; 0.5 page)</p>	
<p>C.1 Please specify the results (qualitative and quantitative) that you plan to achieve during the next reporting period?</p>	
<p>1. Sound Hearing activities in India</p> <p>2. Sound Hearing activities Internationally</p>	
<p>C.2 Which activities do you plan to implement?</p>	
<p>1. Sound Hearing activities in India</p> <ul style="list-style-type: none"> • <i>Developing and maintaining accessible website</i> • <i>Evaluation of the integrated eye and ear care pilot project being implemented in Nepal</i> 	

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- *Development of Monitoring tools to measure progress of National Committees*
- *Developing partnerships with international NGOs/ DPOs and Training Institutes*
- *Organization of 1st World Congress on Ear & Hearing Care*
- *Evaluation of Sound Hearing 2030 programme in India*
- *MoU with the government and CBM for facilitation of implementation of NPPCD in states*

2 Sound Hearing activities Internationally

- *Support country workshop to develop strategy for ear and hearing care for Nepal after the World Congress.*
- *Developing alliance with Global Coalition and WW Hearing*
- *Developing alliance with WHO HQ and WHO SEARO*
- *Membership drive of Society for Sound Hearing International to be implemented.*