



**SKILLS AND ABILITY SCHOOL**  
UNDER THE AEGIS OF  
**THE INDIAN COUNCIL FOR MENTAL HEALTH (ICMH)**  
(A PUBLIC CHARITABLE TRUST REGISTRATION NUMBER E-700 (BOM) 1953)



70 Years Of Quality Service  
ANNUAL REPORT 2022-2023

## Vision Statement

To integrate through education, children with intellectual disabilities, into society by eradicating the stigma attached to them.  
To provide the best possible services continuously in every way.

## Mission Statement

To expand the reach by offering unique combinations of services most suitable to individual needs to the maximum possible extent through the commitment of all to the core values of the Organization.

## Quality Policy

The Indian Council for Mental Health (ICMH) willingly accepts the challenge of helping the special children with intellectual disabilities to gain their rightful place in society. At ICMH, the emphasis is on education in the best interests of the special children for overall development. It has been a constant endeavor of ICMH to provide the best and latest techniques of education to special children.

**This quality policy shall be realized through the following:**

- Establish, maintain, and continually improve quality management services.
- Provide avenues to expand on the knowledge of the teachers by encouraging them to attend and participate in training courses.
- Continually improve the teaching techniques through innovative initiatives.
- Increase the enrolment to optimally utilize the academic/administrative/infrastructural resources.
- Provide quality facilities and infrastructure for the students.
- Maintain social values and obligations as an ethical NGO.

## Members Of The Board

Trustee Name	Gender	Position	Occupation	Meetings Attended
T. N. V. Ayyar	Male	Chairman	Chartered Accountant	4/4
Zarir Master	Male	Hon. Managing Trustee & Vice Chairman	Management Consultant	4/4
Virendra Kelkar	Male	Hon. Treasurer & Secretary	Consultant - Quality & ISO	4/4

## Management Committee

Name	Position
T. N. V. Ayyar	Trustee
Zarir Master	Trustee
Virendra Kelkar	Trustee
Mohana Neelakantan	General Administrator / General Manager
Rhea Kambli	School In-Charge

**Note:**

None of the Board Members are related to each other. During the Financial Year 2022-2023, the Board met on July 02, 2022, September 15, 2022, January 24, 2023, March 27, 2023. Minutes of Board Meetings are documented and circulated to each Trustee.

# Annual Report 2022-2023

Perspectives Of The Trustees	4
Composition Of The Organization	6
Human Resources	7
Obituary	8
ISO 9001:2015	9
Highlights Of The Year	10
Events & Competitions	12
Success Stories	13
Manobal	14
Therapeutic Services	15
Case Study	16
Accounting Policy, Accountability & Governance	17
Financial Statements	18
Donors & Volunteers	23

# Perspectives Of The Trustees

Dear Reader,

The Board of Trustees of The Indian Council for Mental Health (ICMH) is extremely grateful to you for picking up, once again, a copy of our Annual Report for the Financial Year 2022-2023. Your continued interest in our activities is most appreciated by us, our School Principals, Teachers, Staff and Helpers.

The aftermath of the Covid-19 pandemic was still visible in the year under review. We reopened our School in the month of March 2022, and continued working throughout the year to ensure that our students cope with the regression caused due to the pandemic. We were well equipped and adapted ourselves to ensure that the learning process is in no way hampered / compromised.

Unfortunately, there were only 36 students to begin with due to the factors of non-acceptance to the need of education, financial constraints, concerns of reoccurrence of Covid-19, and shifting of residence. At present, we are still not running to the full capacity and have reached to the figure of 53 students at the close of this financial year.

We have always been very innovative in the various strategies that we adopt and implement in order to provide the best qualitative services within the disability sector. We conducted various activities like awareness campaigns, community integration programs, workshops to educate society, principals, teachers, parents from the School, and other regular, and special schools in Navi Mumbai, about the need for and the importance of special education.

All the regular co-curricular and extracurricular activities were conducted with full gusto and enthusiasm as we have been doing over the years. In this Academic Year, we encouraged our students to participate in internal and external sports and talent programs which helped us foster new relationships with regular schools and special schools in Navi Mumbai.

This was made possible by interacting with other special schools and regular schools by participating in their activities and inviting them to be a part of ours. Our loyal and dedicated staff went out of their way as usual to support all these activities. They visited these schools and had successful verbal interactions with principals and teachers.

We plan to get into closer relationships so that such programs can be an annual feature. It is a matter of pride that our entire set of teaching staff has remained the same during the year under review. Three of our staff members completed ten years of service with the Organization.

With immense pride, we would like to share with you that our students with multiple disabilities have appeared and successfully completed their standard X and XII board examinations under the National Institute of Open Schooling (NIOS) and have been placed in retail outlets like D-Mart and Reliance Smart. One of our students has completed the course in Hospitality, worked with the Taj Group of Hotels.

He has now started his own business by opening an Event Management Company. Two of our students are pursuing their graduation from reputed colleges. Also, one of our students is studying for his diploma from Kala Kendra Vidyalaya, Panvel. Another feather in our cap is our student who has successfully completed her Early Childhood Care and Education course and is employed as a Shadow Teacher in a reputed institution.

This proves that students are capable, under our training, to reach a level that enables them to be a part of mainstream society and earn a living independently. With all the efforts made by the staff and the reduced number of students, even with enhanced tuition fees, we find that our monthly expenses are more than the income derived from the School fees.

We place on record our special thanks and appreciation to everyone, corporations, business houses that supported us in any way during the Financial Year under review. Some notable ones are recorded:

- The Navi Mumbai Municipal Corporation (NMMC) for their continued support.
- The Office of the Charity Commissioner of Mumbai.
- The Central Bank of India, HDFC Bank and Punjab National Bank for their cooperation at all Branches.
- Our Statutory Auditors, Aalok Mehta & Co, and Mr. Mehta himself for year-round assistance provided so willingly.
- The media for their support.
- Our volunteers at the School who have selflessly provided help over the years.
- United Way of Mumbai, the organizers of the Tata Mumbai Marathon.
- Ms. Falguni Thakkar, who donated prizes and gifts to students for a Drawing Competition organized by the School.
- Ms. Revati Anantharaman and Ms. Asha Angre from Shri Ambika Yog Kutir, who voluntarily teach Yoga to our students.
- Mr. Nagesh Warriar who actively conducts periodic audits of ISO 9001:2015.
- Mr. Swapnil Choudhary for volunteering to assist us in all matters pertaining to Digital Technology.
- Ms. Gauri Pendse from Seva Sahyog's Urmi Foundation for providing the students an opportunity to be a part of the Red Dot Bag Project.
- Mr. Pashminu Mansukhani for his on-going assistance in several matters.
- Ms. Manisha Khakhar, our ex-Trustee, for her valued contribution through donations.
- Ms. Noorani Rangoonwala for her ongoing efforts to support us through donations generated by her.
- Our Principals, Teachers, Administrative Staff and Helpers for their continued hard work, loyalty, integrity, honesty, compassion, understanding and affection.



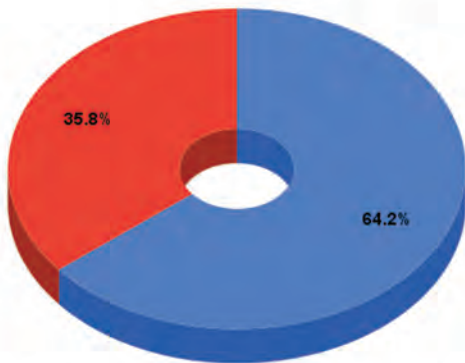
**THANK YOU!**

# Composition Of The Organization

Entity	As on March 31, 2022	As on March 31, 2023
Teaching Staff	13	13
Administrative Staff	04	03
Therapists	03	03
Helpers	10	08
Volunteers	04	04
<b>Students</b>	<b>53</b>	<b>53</b>

## Students' Composition

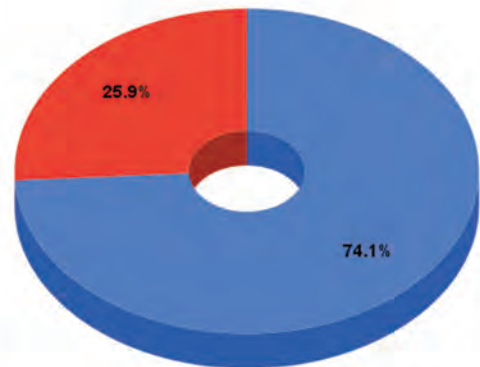
As on March 31, 2023



● Girls: 19    ● Boys: 34    Total: 53

## Staff Composition

As on March 31, 2023



● Males: 7    ● Females: 20    Total: 27



# Human Resources

## Annual Salary Plus Benefits To Staff

Entity	MALE	FEMALE	TOTAL
Less Than ₹10,000	0	0	00
₹ 10,000 - ₹ 25,000	0	0	00
₹ 50,000 - 1 Lakh	0	0	00
1 Lakh - 2 Lakhs	4	13	17
2 Lakhs & Above	3	7	10
<b>Total</b>	<b>7</b>	<b>20</b>	<b>27</b>

## Details of Staff Members

Entity	MALE	FEMALE	TOTAL
Paid Full Time	6	18	24
Paid Consultants	1	2	3
Paid Part Time	0	0	0
<b>Total</b>	<b>7</b>	<b>20</b>	<b>27</b>

**Note:** The above data is as on March 31, 2023



# Obituary



**Mr. Sudesh Pawaskar** joined the Skills and Ability School, Nerul, as a student in 1998 and was a member of the team of students in the Vocational Section, his disability being Down Syndrome.

Over a period of a few years, his progress was very good as a result of which the Management decided to give him employment in the School.

He began to work as a Helper in January 2003 and was with the School until December 2022, a period of 19 years.

He was a quick learner and very sincere and hardworking, performing his duties to the best of his abilities to our total satisfaction. He had a very friendly nature and got along well with staff and the students always with a smile.

He was especially efficient as a loom worker and a very good dancer who performed at our events entertaining all.

Born in August 1971, he passed away after a brief illness on December 31, 2022.

Sudesh, as he was affectionately called, will be missed. RIP.





# ISO 9001:2015



The Indian Council for Mental Health (ICMH) has adopted International Organization for Standardization's ISO 9001:2015 International Standard for Quality Management System, in its true spirit, since 2012.

We are adept in the ISO way of working through our well-defined systems, policies, and procedures as well as evidence recording mechanisms.

The year under review (April 01, 2022, to March 31, 2023) in which two Academic Years were involved did see some change from earlier Covid related restrictions. As such the changes with respect to social distancing / use of masks / frequent use of sanitizers were withdrawn in line with the directives from the Government. Nevertheless, close monitoring of any symptoms continues.

A risk-based approach is a key for implementation of the 2015 version of this ISO 9001 Standard. Keeping this in mind, again, the Risk Analysis and Action Plan were reviewed and updated before the Academic Year 2022-23 started from June 2022.

Review related formal activities like adhering to the Quality Policy, Monitoring of Objectives, Internal Audit, and Management Reviews were conducted at designated intervals and are recorded.

A Surveillance Audit was conducted by the Certification Body through an online meeting platform and all the activities could be presented to them. This audit resulted in NIL non-conformities or areas of concern. The Certificate is thus continued for the second year of its validity period till September-2024.

# Highlights Of The Year

Skills and Ability School, under the aegis of the Indian Council for Mental Health (ICMH), is one of the pioneer Non-Government Organizations offering specialized education to children with multiple intellectual disabilities to facilitate their holistic academic and skill development for many years. We have a staff of qualified and competent professionals working towards the overall development of students by providing specialized interventions and care.

## Early Intervention Program

We cater to the needs of children with multiple disabilities from the age range of 3 years to 18 years of age.

We have an **Early Intervention Program** in place wherein we strive towards providing effective services to young children to develop in them the ability to learn new skills and overcome challenges and can increase success in school and life. There are six major skills that are worked upon by providing specialized education to students that are as follows:

**Motor Skills:** These are the skills that enable the movements that students need for everyday tasks, from playing and feeding themselves to moving from place to place independently.

**Activities of Daily Living (Self-Help Skills):** These are the skills and habits required to manage one's basic physical needs that involve a wide range of personal self-care activities such as personal hygiene or grooming, dressing, toileting, transferring or ambulating, and eating.

**Cognitive Skills:** Cognitive skills are the core skills our brain uses to think, read, learn, remember, reason, and pay attention.

**Social Skills:** Social skills are the skills we use to communicate and interact with each other, both verbally and non-verbally, through gestures, body language and our personal appearance. It involves the knowledge of how to behave in social situations and understanding both written and implied norms when communicating with others.

**Communication Skills:** It refers to the ability to communicate one's feelings and basic needs effectively. Children with developmental disabilities may have communication challenges which affect their ability to effectively express themselves.

**Pre-Vocational Skills:** These are sets of basic skills required to enter any potential career field and service as a foundation for learning more complex vocational skills.

An **Individualized Special Education Program** is designed with Specific, Measurable, Achievable, Relevant And Time-Bound (SMART) goals prepared for all the given skills and are worked upon for each student throughout the academic year. Special Educators administer specialized teaching techniques, use appropriate teaching learning materials and adaptive devices to aid the learning process and help students acquire these skills effectively.

## Introduction To Waldorf

The philosophy behind Waldorf training is based on **Anthroposophy** which was practiced by Mr. Rudolf Steiner who established the philosophy and its benefit to mankind. Anthroposophy means a formal educational, therapeutic, and creative system established by Rudolph Steiner, seeking to use mainly natural means to optimize physical, mental health and well-being.

Waldorf education believes in giving a nourished environment where the teacher is a facilitator and teaching is completely non instructional. A lot of singing, gestures and movements are introduced to them. This course prepares the teacher to enter the beautiful world of children with a lot of awareness. To enrich the learning through imitation, a lot of repetition in activities and action is suggested.

Repetition brings familiarity and consistency to learning. The activities of Waldorf adapted in the school were:

### Circle Games

Independent movements of limbs, neck, hand eye coordination facilitates learning. Proper development of these movements is done by playing games in the School which facilitates therapeutic movements. Walking in the circle with the teacher and students in rhythm of slow or fast together while singing rhymes is conducted every day.

### Wet On Wet Painting

The paper is wet, and the child is given a paint brush with watercolor, and they paint on the wet paper without any form on it. No form drawing or copying is encouraged instead the child will just scribble or draw as he pleases.

# Highlights Of The Year

## Story Telling

It helps the child to have an enriched imagination. It helps to increase the attention span of the child. It helps in language development and improves concentration. Puppets and handmade dolls are used to narrate these stories. We normally narrate fairy tales, but we do not ask for the moral of the story. Simple words with voice modulation are used to create an atmosphere to enrich the imagination of the child.

## Sensory Corner

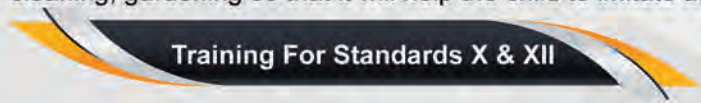
The human brain is designed to produce and regulate responses to the body's sensory experiences - those things we touch, see, smell, taste and hear. This link between the brain and our behavior is called "sensory integration." For most people, this is a normal and typically overlooked part of their daily experience. But for an individual with a developmental disorder, including autism, the way the brain processes these experiences can be a major source of distress and discomfort. In some cases, the brain may over-react to these sensory stimuli.

Other times, it may not react enough. To let the person calm down due to sensory overload or sensory seeking behavior a designated room or space can be created known as **sensory room or sensory corner** wherein his/her senses are satisfied which may result in controlling his/her behavior.

Different textures of clothes, soft pillows/toys for tactile (touch), incense sticks, aromatic candles, camphor for smell, different colors and lights for vision, musical instruments, or soft music are used to satisfy the sensory requirement. Apart from these there are other higher senses like sense of balance, sense of movement, and sense of life which can be incorporated by giving the proper stimuli to the individual with special needs.

## Hand Work

The teacher is continuously involved in productive work of knitting, making puppets, stitching dolls, finger knitting, cooking, cleaning, gardening so that it will help the child to imitate and use his/her hands in making something useful.



### Training For Standards X & XII

We provide specialized training in academics for Class I to Class IX and prepare them to clear their class X and class XII board examinations under the National Institute of Open Schooling (NIOS).

Along with co-curricular activities, we also strive in developing their interests and talents through extra-curricular activities. Vocational Training

We also have a Vocational Center where individuals, over eighteen years of age, are taught a trade in the hope that they can earn a living for themselves at some stage and become a part of society. As every year, our students were being trained by

Vocational Instructors in making different products such as Cloth Bags, which is a project entrusted to our students which gave them good exposure and helped in their training.

In this Academic year, we introduced two new projects in Vocational- Red Dot Bags and Biodegradable Seed Pens. Seven students have been trained and are making bags independently.

## Job-Oriented Skills Training

We believe that an individual with disability has the potential to work and earn his/her living independently. Every student has abilities within him/her that need to further be developed to truly realize that potential. We have started training our students for specific job profiles in the areas of Hospitality, Beauty and Wellness, Housekeeping, Office Skills, and Entrepreneurship. Career Planning Assessment is conducted for each student wherein his/her interests, abilities and skills are identified to select the most suitable profession.

## Community Integration

To successfully integrate our students into mainstream society and create more opportunities for their future, efforts towards community integration are crucial and we strongly strive towards the same. In this academic year, a strong emphasis was laid on creating awareness and acceptance through awareness programs by collaborating with reputed companies such as Cinepolis Cinemas and Nexus Malls for events and awareness campaigns.

# Events & Competitions



# Success Stories

## (Integration Into Society)

The past two years have been very challenging for all of us but, with persistence and perseverance, we have managed to emerge with a positive mindset. After the advent of the COVID pandemic, it was difficult to conduct school activities due to the restrictions. But it was crucial to make sure that the students didn't lose touch with their studies.

Our teachers and therapists dedicatedly conducted as many home and online sessions as possible, through manObal, to ensure that there is no regression. And the efforts bore fruits.

Since the last two decades, nearly students cleared Class X and students passed Class XII. We are happy to share that all the students who appeared for the NIOS Board Examinations in this period have passed with good grades.

After completing their NIOS boards, they are employed or pursuing higher education. They are working with reputable companies as office assistants, cashiers, stock in charge, and as training faculty.

Name Of The Student	Class	Year Of Passing
Prathamesh Patil	XII	2019
Karthik Neelakantan	XII	2019
Rohit Chilka	X	2020
Anusha Mali	XII	2020
Amod Bhavari	XII	2020
Akash Dalvi	XII	2020
Vitthal Rawle	XII	2020
Omkar Vilankar	XII	2021
Kevin D'Souza	XII	2021
Shamik Bhattacharya	XII	2021
Johan Francis	XII	2022
Anindya Bhat	XII	2022



When "I" is replaced by "We"... Illness becomes Wellness...

Therefore, WE at manObal – Center for Excellence and Wellbeing, under the aegis of the Indian Council for Mental Health; are working in collaboration with the team at Skills and Ability School to spread awareness about mental health and enhance the overall quality of life for people who face difficulty dealing with it.

manObal was conceptualized in December 2015 with a mission to "Promote scientific methods and therapeutic solutions in society for mental and overall wellbeing, using updated and validated therapeutic aids".

We have a team of three in-house professionals eager to make a difference in society with services across various domains. The purpose of manObal is purely rehabilitative in nature for both children and adults. With a diverse base of expert professionals with rich experience, manObal offers therapies like:

## Therapeutic Services

**Special/Remedial Education** is a need-based form of education for children with emotional, behavioral, or cognitive impairments or with intellectual, developmental disabilities, and learning disabilities. Special Educators at Skills and Ability School have been working with children with multiple disabilities like Autism Spectrum Disorder, Down Syndrome, and Slow learners towards helping them in becoming independent and to get integrated in the society.

**Individualized Educational Programs (IEP)** are formulated for the students where individual goals are set as per their needs and level in collaboration with the concerned stakeholders for different skills like Activities of daily living, motor skills, cognitive skills, communication, and social skills. Life Skills are also a part of the IEP which aims at enhancing practical applications of different skills and social concepts learnt in the classroom. To ensure that each student's individual need is properly catered to, the student teacher ratio is maintained at 6:1. The students are encouraged to participate in all co-curricular and extracurricular activities. These include educational visits, excursions, educational camps, sport events, competitions, and cultural programs. This helps in enhancing their personality and making them self-reliant as a member of society. Children with special needs show greater learning when techniques like task analysis, peer teaching, cooperative learning, learning corners and multisensory approach are used.

## Occupational Therapy

**Occupational Therapy (OT)** is a branch of health care that helps people of all ages who have physical, sensory, or cognitive problems. OT can help them regain independence in all areas of their lives. Occupational therapists help with barriers that affect a person's emotional, social, and physical needs. To do this, they use everyday activities, exercises, and other strategies. OT helps kids play, improves their school performance, and aids their daily activities. It also boosts their self-esteem and sense of accomplishment.

With OT, kids can:

- Develop fine motor skills so they can grasp and release toys and improve handwriting and/or computer skills.
- Improve eye–hand coordination so they can play and perform motor activities such as bat a ball and copy from a blackboard.
- Master basic life skills such as bathing, getting dressed, brushing teeth, and self-feeding.
- Learn positive behaviors and social skills by practicing how they manage frustration and anger.
- Prescribe adaptive devices to help build their independence. These include wheelchairs, splints, bathing equipment, dressing devices, and communication aids.

## Speech Therapy

Speech therapy is a form of therapy that involves evaluation and treatments for different issues like Orofacial malfunctioning, feeding difficulties, Childhood apraxia, Speech sounds, stuttering, delayed expressive and receptive language, selective mutism, and hearing impairment in students with Autism, Down Syndrome, Cerebral Palsy, Attention-Deficit Hyperactivity Disorder (ADHD), and multiple disabilities. Session goals are formulated based on the student's diagnosis and assessment. The intervention is provided to the student in different settings- one-one one therapy and group therapy sessions as per the child's need and progress. Home programs are given to parents to ensure steady progress in achieving goals. Speech therapy has been proven to help children in,

- Improving auditory processing, receptive, and expressive communication.
- Improving oral motor concerns, such as chewing, biting, sucking, and swallowing Improving tongue movement, articulation, and appropriate pronunciation of words through oral motor exercises and sound exercises.

- Improving tongue movement, articulation, and appropriate pronunciation of words through oral motor exercises and sound exercises.
- Working on the development of language skills and social skills through strategies such as use of repetition, picture book reading, conversation games and pretend play.

## Psychological Counseling

Counseling is a systematic process which facilitates individuals with physical, intellectual, developmental, cognitive, and emotional disabilities to achieve their social, emotional, cognitive, behavioral, and independent living goals in the most integrated setting possible.

The prime focus of counseling is to ensure that individuals with special needs and their families have access to the appropriate support and interventions to facilitate holistic development. Issues such as anger management, self-care, frustration tolerance, work tolerance, positive behavior management, and inappropriate social skills are addressed through counseling.

This is accomplished by conducting psychological assessments, formulating therapy plans and working with clients in a variety of settings, including one-on-one counseling and group counseling in classrooms.

Counselors work in collaboration with teachers, parents, therapists, and related stakeholders in developing an effective Individual Educational Programs (IEP) and providing a better understanding and application of the interventions in place to help the child excel.



# Case Study

## Occupational Therapy

DJ is 9 years old male student with Downs Syndrome. DJ started attending Occupational Therapy (OT) sessions with the complaints of inability to sit at one place, not able to concentrate at the tasks given to him, and poor balance and fine motor issues. On detailed evaluation, it was observed that the client has vestibular sensory issues, due to which he is not able to sit and concentrate for his daily and schooling activities.

He also has fine motor and coordination issues, due to which he is unable to learn new motor skills such as catching the ball, buttoning his shirt, and wearing his footwear. He also has cognitive issues due to which he is not able to comprehend 2-3 step instructions.

After continuous occupational therapy sessions, and the home activities given to the parent, the client is showing improvements in the areas of sitting tolerance, understanding simple instructions and his fine motor skills. His compliance is better in the classroom and at home. His dynamic balance is still improving, but he can move around more effectively and independently.

## Speech Therapy

He has Delayed Speech and Language development issues. He was referred for speech therapy for the specific complaints of short length of utterances (use words to speak), unintelligible speech and poor strength and speed of oral motor movements. To address these specific concerns techniques such as Articulation Therapy, Phonetic Placement Approach (PPA) and Oral Motor Exercises were administered.

Guided role play, Picture book reading, Storytelling, Flash cards, Description of real objects were the specific activities used to aid speech and oral motor development.

These techniques showed signs of good improvement in length of utterances. He has now started to use short simple sentences to communicate. Articulation therapy helped in the improvement of bilabial and lateral sounds. He can articulate mentioned sounds at initial, middle, and final position at word level with more ease now.

Oral motor stimulation and exercises showed good improvement in cheek and lip muscles strengthening. He can now blow and puff his cheeks more effectively.

Further, the therapist shall work towards increasing the length of utterances and its usage for conversations, to reduce articulation errors and to work on oral muscle strengthening and speed of movements.

## Behavior Therapy

It was observed in the classroom that DJ has been showing stubbornness and non-compliance. The student was seen to be engaging in negative behaviors such as hitting others, shouting, and causing distractions in the classroom. He was referred for counseling for these specific concerns.

Upon further evaluation, it was found that the student was being hit constantly by another child while coming to school and going home in the transportation van as well as during breaks in school. He would retaliate by engaging in the same behavior which reinforced these negative behaviors in him.

Cognitive Behavioral Play Therapy (CBPT) was used to address and modify negative behaviors through constructive play. Modelling and Behavioral Rehearsals were administered through play to ensure that the client can learn positive and adaptive coping skills. Behavioral contingencies were put in place wherein clear consequences and rewards were given to reinforce positive behavior. The class teacher and parents were provided counseling on the techniques that they can use for effectively addressing the situation and triggers in the classroom and home environment.

As the sessions progressed, it was seen that the frequency of negative behaviors had decreased. The client was observed to be making a mindful effort to model the coping skills learned in the therapy room. Further, the goal is to increase generalization and fade the prompts as well as reinforcement gradually to avoid dependency.



# Accountability & Governance

## Governance

The Indian Council for Mental Health is registered as a not-for-profit Organization with the Charity Commissioner of Mumbai since June 23, 1953 under Registration Number E-700 (BOM).

The Constitution, Aims and Objectives are available at the Skills and Ability School, Plot No.09, Sector 11, Nerul Township, Navi Mumbai 400 706.

The Indian Council for Mental Health is registered under Section 12A of the Income Tax act with the Commissioner of Income Tax, Mumbai and exemption of donations under Section 80G, now valid from Assessment Year 2022-23 to Assessment Year 2026-27.

The Organization holds a Permanent Account Number (PAN) for Income Tax AAAT11077R.

## Our Bankers

Central Bank of India, Sardar Vallabhbhai Patel Road, Mumbai 400 004

HDFC Bank Limited, Mistry Bhavan, Churchgate, vMumbai 400 020

Punjab National Bank, Nerul, Navi Mumbai 400 706

## Our Auditors

Aalok Mehta & Co.  
Chartered Accountants

9/L, 13th Floor, Navjivan Commercial Building No:3  
Mumbai Central (East), Mumbai 400 008

## Accountability

No remuneration, sitting fees, reimbursements or any other form of compensation has been paid to the Board of Trustees.

Monthly remuneration of the three highest paid staff: ₹ 26,000.00, ₹ 25,000.00, ₹ 23,000.00.

Cost of national travel by any staff during the year: **NIL**

Cost of international travel by any staff during the year: **NIL**



## Accounting Policy

The Indian Council For Mental Health (Hygiene), Mumbai Reg. No. E – 700 (Bom)

Notes Forming Part Of The Account For The Year Ended 31st March 2023

Significant Accounting Policies:

### Method of Accounting:

The accounts are maintained by the trust on the cash basis that is to say that the Income & Expenditure are accounted for as and when they are actually received or spent and not when they are earned or incurred.

### Fixed Assets:

The fixed assets are stated at actual cost less accumulated depreciation.

### Depreciation:

Depreciation has been charged on Written Down Value (WDV) basis at the rates mentioned in the schedule of fixed assets.

### Foreign Currency Transaction:

Donations received in foreign currencies are accounted on their realization.

### Specific Donation:

Donations received for the specific utilisation on revenue accounts is credited to Income and Expenditure Account and those received on Capital Account is credited to Capital Account under relevant head. On the utilisation of the specific fund, the balance is transferred to Trust Fund.

For The Indian Council For Mental Health ( Hygiene), Mumbai

For Aalok Mehta & Co.  
Chartered Accountants

Trustees

Trustees

Aalok Mehta  
Proprietor

Mumbai  
Date: 30/06/2023

# Financial Statements

SCHEDULE-IX [ Vide Rule 17 (1) ]		Registration No : E-700 (BOM)	
Name of the Public Trust : THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE) MUMBAI			
Income and Expenditure Account for the year Ending 31/03/2023			
Expenditure	Rs.	Income	Rs.
<b>To Expenditure in respect to properties:-</b> Rates, Taxes, Cesses Repairs & maintenance Salaries Insurance Depreciation (by way of provision of adjustments) Other Expenses	NIL 89,144 NIL NIL NIL NIL	By Rent By Interest On Securities On Fixed Deposit On Loans On Bank Account	NIL NIL 10,56,746 NIL NIL 31,300
<b>To Establishment Expenses</b>	11,24,379	By Dividend	10,88,046
<b>To Remuneration to Trustees</b>	NIL	By Donations in cash or kind	1,18,22,301
<b>To Remuneration (in the case of a math) to the head of the math, including his household expenditure, in any</b>	NIL	By Grants	NIL
<b>To Legal Expenses</b>	NIL	By Income from other sources (in details as far as possible)	40,05,250
<b>To Audit fees</b>	7,080	NIL Fees Other	NIL 1,32,474
<b>To Contribution &amp; Fees</b>	NIL	By Transfer from Reserve	NIL
<b>To Amount written off :-</b> (a) Bad Debts (b) Loan scholarship (c) Irrecoverable Rents (d) Other Items	NIL NIL NIL NIL	By Deficit carried over to Balance Sheet	NIL
<b>To Miscellaneous Expenses</b>	NIL		NIL
<b>To Depreciation</b>	9,32,705		
<b>To Amount transferred to Reserve or specific funds</b>			
<b>To Expenditure on Objects of the trust</b> (a) Religious (b) Educational (c) Medical Relief (d) Relief of Poverty (e) Other Charitable Objects	NIL 72,51,598 NIL NIL NIL		
<b>To Surplus Carried over to Balance Sheet</b>			
<b>Total</b>	<b>1,70,48,071</b>	<b>Total</b>	<b>1,70,48,071</b>

FOR THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE)

Trustee

Trustee

Place : Mumbai  
Date : 30th June 2023

for Aalok Mehta & Co.  
Chartered Accountant  
Firm Registration : 126756W

Aalok Mehta  
Proprietor  
Membership No. 114930  
FRN No. 126756W

Place : Mumbai  
Date : 30th June 2023

SCHEDULE-VIII [ Vide Rule 17 (1) ]		Registration No : E-700 (BOM)	
Name of the Public Trust : THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE) MUMBAI			
Balance Sheet as at 31/03/2023			
FUNDS & LIABILITIES	Rs.	PROPERTY & ASSETS	Rs.
Fixed Funds or Capital:- Balance as per last balance sheet	2,53,03,798	Immovable properties: (A) Cost Balance as per last balance sheet	4,91,676
Adjustment during the year ( give details )	-9,000	Additions during the year	19,82,889
Other Unvested Funds:- (a) Grants under the provision of the trust deed Depreciation Fund Sinking Fund Any other Fund	NIL NIL 8,22,806	Depreciation up to date	5,20,133
Loans (Secured or Unsecured):- From Trustees From Others	NIL NIL	Investments:- Note: The market value of the above investments is Rs.....	49,03,901
Liabilities:- Provision for Advances Provision for Grants Provision for Loans & Advances Provision for Deposits Provision for Loans & Advances Provision for Deposits Provision for Loans & Advances	NIL NIL NIL 6,11,900	Current Assets:- Cash and Bank Balances:- (a) In current Account with banks (b) In Fixed Deposit Account with banks (c) With the Trustee (d) With the manager	37,12,415 4,28,962 3,92,250
Reserve & Surplus:- Balance as per last balance sheet Add: Appropriation, if any Less: Deficit Expenditure Account	86,60,976 76,43,165	Income and Expenditure Account:- Balance as per last balance sheet Add: Appropriation, if any Less: Deficit as per Income Less: Surplus Expenditure Account	1,06,098
<b>Total</b>	<b>4,30,93,635</b>	<b>Total</b>	<b>4,30,93,635</b>

The above Balance Sheet is the best of our knowledge & belief a true account of the Funds and Liabilities and of the property and assets of the Trust.

FOR THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE)

for Aalok Mehta & Co.  
Chartered Accountant  
Firm Registration : 126756W

Aalok Mehta  
Proprietor  
Membership No. 114930  
FRN No. 126756W

Place : Mumbai  
Date : 30th June 2023

Trustee

Trustee

Place : Mumbai  
Date : 30th June 2023

# Financial Statements

THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI REG. NO. E-700(BOM) INCOME & EXPENDITURE ACCOUNT FOR PERIOD 01/04/2022 TO 31/03/2023					
EXPENSES			INCOME		
PARTICULARS	2022-2023	2021-2022	PARTICULARS	2022-2023	2021-2022
<b>EXPENSES ON OBJECTS OF TRUST</b> (As per Annexure 6)	8,052,238.40	7,191,032.16	<b>Donation</b>		
			Individual	325,501.00	131,088.00
			Corporate	7,800,000.00	10,251,501.00
			Trust	3,689,500.00	550,500.00
				<b>11,815,001.00</b>	<b>10,933,089.00</b>
<b>ESTABLISHMENT EXPENSE</b>	1,351,668.92	1,508,318.70			
			<b>Fees</b>		
			Tuition	3,240,990.00	258,750.00
			Term	92,000.00	12,000.00
			Administration	55,100.00	6,000.00
			Other fees	67,540.00	6,790.00
			Manobal	535,920.00	522,268.00
				<b>4,011,550.00</b>	<b>805,808.00</b>
			<b>Other Income</b>		
			Income Tax Refund	26,107.00	0.00
			Interest on FD	1,056,746.00	842,475.57
			Vocational Center	19,977.00	34,230.00
			Bank Interest	31,300.00	232,982.00
			Scrap Sales	1,950.00	23,900.00
			Insurance Claim	84,440.00	
				<b>1,220,520.00</b>	<b>1,133,587.57</b>
<b>Total Expenses</b>	<b>9,403,907.32</b>	<b>8,699,350.86</b>	<b>Total Income</b>	<b>17,047,071.00</b>	<b>12,872,484.57</b>
<b>Excess of Income over Expenditure</b>	<b>7,643,163.68</b>	<b>4,173,133.71</b>	<b>Excess of Expenditure over Income</b>	<b>0.00</b>	<b>0.00</b>
<b>Total</b>	<b>17,047,071.00</b>	<b>12,872,484.57</b>	<b>Total</b>	<b>17,047,071.00</b>	<b>12,872,484.57</b>
FOR THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE)			FOR AALOK MEHTA & CO Chartered Accountants		
TRUSTEES PLACE: MUMBAI DATE: 30/06/2023		TRUSTEES	AALOK MEHTA PROPRIETOR Membership No: 114930		

THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI REG. NO. E-700(BOM) BALANCE SHEET AS ON 31.03.2023			
	Annexure	Current Year 2022-2023 (Rupees)	Previous Year 2021-2022 (Rupees)
<b>Sources Of Funds</b>			
Capital			
Trust Fund		25,353,708.89	25,303,708.89
Specific Donation	1	822,806.00	822,806.00
		26,176,514.89	26,126,514.89
<b>Reserves &amp; Surplus</b>			
Opening Balance		8,660,976.71	4,487,843.00
Add: Surplus/(Deficit) for the period		7,643,163.68	4,173,133.71
		16,304,140.39	8,660,976.71
<b>Total</b>		<b>42,480,655.28</b>	<b>34,787,491.60</b>
<b>Application of Funds</b>			
<b>Fixed Assets</b>			
Gross Block		9,615,453.00	7,588,133.00
Less: Accumulated Depreciation		932,705.00	382,022.00
Net Block		8,682,748.00	7,206,111.00
<b>Investments</b>	3	29,800,000.00	16,200,000.00
<b>Current Assets, Loans &amp; Advances</b>			
Cash & Bank Balance	4	4,410,615.28	11,058,232.42
Deposits	5	106,998.00	106,998.00
Loans & Advances		95,294.00	292,150.18
		4,612,907.28	11,457,380.60
<b>Less: Current Liabilities &amp; Provisions</b>			
Refundable Deposit		615,000.00	102,000.00
Net Current Assets		3,997,907.28	11,353,380.60
<b>Total</b>		<b>42,480,655.28</b>	<b>34,787,491.60</b>
As per our report of even date			
FOR THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE)		FOR AALOK MEHTA & CO Chartered Accountants	
TRUSTEES PLACE: MUMBAI DATE: 30/06/2023		Aalok Mehta Proprietor Membership No: 114930	

# Financial Statements

THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI

REG NO E-700(BOM)

Annexure -1

Schedule for Specific Donation 2022-2023

Sr. No.	Particulars	Capital/Revenue	Opening Balance	Addition	Utilised	Closing Balance
			Amount (Rs)	Amount (Rs)	Amount (Rs)	Amount (Rs)
1	Marathon	Revenue	0.00	1,000.00	1,000.00	0.00
2	Art Based Therapy	Revenue	22,461.00	0.00	0.00	22,461.00
3	Animal Assited Therapy	Revenue	800,345.00	0.00	0.00	800,345.00
4	Salary	Revenue	0.00	1,283,000.00	1,283,000.00	0.00
	<b>Total</b>		<b>822,806.00</b>	<b>1,284,000.00</b>	<b>1,284,000.00</b>	<b>822,806.00</b>

FOR AALOK MEHTA & CO  
Chartered Accountants

FOR THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE)

Aalok Mehta  
Proprietor  
Membership No: 114930

TRUSTEES

## ANNEXURE 2

THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI  
REG.NO E- 700(BOM)

SCHEDULE OF FIXED ASSETS FORMING PART OF BALANCE SHEET AS AT 31/03/2023

Sr.No	Name of the Assets	Opening balance	Additions during the year	Total	Rate of Depreciation	Depreciation	Net Amount
1	Attendance System	10,249.00		10,249.00	10%	1,024.00	9,225.00
2	Audiometer	2,187.00		2,187.00	10%	219.00	1,968.00
3	Building at Nerul	34,91,676.00	1982380	54,74,056.00	0%	5,40,155.00	49,33,901.00
4	Canon Copier Machine	10,367.00		10,367.00	10%	1,036.00	9,331.00
5	Computers	16,86,444.00	402663	20,89,107.00	10%	2,08,911.00	18,80,196.00
6	Equipment	8,66,869.00	26299	8,93,168.00	10%	90,816.00	8,02,352.00
7	Furnishing & Tarpauline	1,215.00		1,215.00	10%	122.00	1,093.00
8	Furniture & Fittings	8,66,359.00		8,66,359.00	10%	86,635.00	7,79,724.00
9	Hearing aids	7,172.00		7,172.00	10%	718.00	6,454.00
10	Leasehold Land	2,11,909.00		2,11,909.00	0%		2,11,909.00
11	Library Books	1,532.00		1,532.00	10%	154.00	1,378.00
12	Occupational Therapy	21,480.00		21,480.00	10%	249.00	21,231.00
13	Portable Cabin	4,269.00		4,269.00	10%	427.00	3,842.00
14	Steel Cupboards	4,799.00		4,799.00	10%	480.00	4,319.00
15	Teachers Learning Aids	2,315.00		2,315.00	10%	232.00	2,083.00
16	Toys	3,713.00		3,713.00	10%	371.00	3,342.00
17	Typewriter	1,311.00		1,311.00	10%	131.00	1,180.00
18	Water filter	2,590.00		2,590.00	10%	259.00	2,331.00
19	CCTV Camera	7,655.00		7,655.00	10%	766.00	6,889.00
	<b>Total</b>	<b>72,04,111.00</b>	<b>24,11,342.00</b>	<b>96,15,453.00</b>		<b>9,32,705.00</b>	<b>86,82,748.00</b>

# Financial Statements

## Annexure 3

THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI

REG NO E-700(BOM)

### SCHEDULE FOR INVESTMENT

Sr. No.	Particulars	2022-2023 Amount (Rs)	2021-2022 Amount (Rs)
1	Fixed Deposit With Central Bank of India	21,300,000.00	1,000,000.00
2	HDFC Bank	8,500,000.00	15,200,000.00
	<b>Total Deposits</b>	<b>29,800,000.00</b>	<b>16,200,000.00</b>

## ANNEXURE 4

THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI  
REGD NO E-700(BOM)

### SCHEDULE FOR CASH & BANK BALANCES

PARTICULARS	2022-2023			2021-2022		
	CASH	BANK	AMOUNT (Rs)	CASH	BANK	AMOUNT (Rs)
<b>Head office</b>						
Cash in hand		0		0.00		
HDFC		640,344.00			630,814.70	
Central Bank of India		2,916,205.00			8,463,547.42	
			3,556,549.00			9,094,362.12
<b>NERUL BRANCH</b>						
Punjab National Bank		854,066.28			1,975,091.68	
Cash		0	854,066.28	0.00		1,975,091.68
<b>MULUND BRANCH</b>						
Punjab National Bank					16,778.62	
Cash			0.00	0.00	0.00	16,778.62
<b>Total</b>	<b>0.00</b>	<b>4,410,615.28</b>	<b>4,410,615.28</b>	<b>0.00</b>	<b>11,086,232.42</b>	<b>11,086,232.42</b>

## Annexure 5

THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI

REG NO E-700(BOM)

### SCHEDULE FOR DEPOSITS

Sr.No	Particulars	2022-2023 Amount (Rs)	2021-2022 Amount (Rs)
1	MTNL Deposit	4,000.00	4,000.00
2	CIDCO	31,390.00	31,390.00
3	NMMC	8,020.00	8,020.00
4	Electric Deposit	63,588.00	63,588.00
	<b>Total</b>	<b>106,998.00</b>	<b>106,998.00</b>

# Financial Statements

Annexure 6

## THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI REG. NO. E-700(BOM)

### EXPENSES ON OBJECT OF TRUST

PARTICULARS	2022-2023		2021-2022		TOTAL
	NERUL	MULUND	NERUL	MULUND	
<b>Teachers &amp; Therapists</b>					
Special Educators	2,781,244.00	0.00	1,480,878.00	800,375.00	2,281,453.00
Provident Fund	336,009.00	0.00	301,480.00	108,919.00	410,399.00
Administrative Salary	640,400.00	0.00	522,276.00	127,625.00	649,901.00
Office Attendants	1,017,741.00	0.00	592,126.00	672,547.00	1,264,673.00
Consultant	599,583.00	0.00	0.00	52,367.00	52,367.00
Staff Welfare	81,577.00	0.00	55,856.00	12,473.00	68,329.00
Conveyance	49,700.00	0.00	91,859.00	102,353.00	194,212.00
Training	83,505.00	0.00	109,650.00	0.00	109,650.00
Honorarium	10,133.00	0.00	8,000.00	0.00	8,000.00
<b>Total A</b>	<b>5,599,892.00</b>	<b>0.00</b>	<b>3,162,125.00</b>	<b>1,876,859.00</b>	<b>5,038,984.00</b>
<b>Operating Cost</b>					
Repairs & Maintenance	298,833.00	0.00	359,479.00	18,646.00	378,125.00
Security Charges	444,000.00	0.00	299,265.00	123,737.00	423,002.00
Printing & Stationery	59,631.00	0.00	36,334.00	25,506.00	61,840.00
Electricity Charges	83,790.00	0.00	44,130.00	11,310.00	55,440.00
Telephone Charges	13,366.00	0.00	28,376.00	22,328.00	50,904.00
Cleaning & Housekeeping	63,505.00	0.00	60,857.00	1,204.00	62,061.00
Water Charges	13,728.00	0.00	14,025.00	0.00	14,025.00
Postal Expenses	866.00	0.00	220.00	355.00	575.00
ISO Maintenance Charges	30,200.00	0.00	35,150.00	10,600.00	45,750.00
Rent	0.00	0.00	0.00	201,865.00	201,865.00
<b>Total B</b>	<b>1,007,919.00</b>	<b>0.00</b>	<b>878,036.00</b>	<b>415,551.00</b>	<b>1,293,587.00</b>
<b>Other Cost</b>					
Depreciation	801,640.00	0.00	191,384.00	91,784.00	283,168.00
Computer Expenses	66,870.00	0.00	42,673.00	4,016.00	46,889.00
Internet Charges	942.00	0.00	0.00	471.00	471.00
Expenses for Vocational Center	29,168.00	0.00	3,440.00	11,000.00	14,440.00
Property Tax	37,432.00	0.00	37,432.00	0.00	37,432.00
Membership Fees	0.00	0.00	250.00	250.00	500.00
Bank Charges	5,645.40	0.00	2,332.56	612.60	2,945.16
Registration expenses	23,181.00	0.00	0.00	0.00	0.00
Insurance	374,750.00	0.00	181,989.00	266,612.00	448,601.00
Professional Fees	0.00	0.00	0.00	650.00	650.00
Website Charges	0.00	0.00	4,700.00	4,700.00	9,400.00
Advertisement Expenses	0.00	0.00	7,540.00	0.00	7,540.00
Events	104,799.00	0.00	1,000.00	0.00	1,000.00
Fees to Specialist	0.00	0.00	5,625.00	0.00	5,625.00
<b>Total C</b>	<b>1,444,427.40</b>	<b>0.00</b>	<b>464,200.56</b>	<b>380,095.60</b>	<b>858,461.16</b>
<b>Total Expenses D=A+B+C</b>	<b>8,052,238.40</b>	<b>0.00</b>	<b>4,504,361.56</b>	<b>2,672,505.60</b>	<b>7,191,032.16</b>

Annexure 7

## THE INDIAN COUNCIL FOR MENTAL HEALTH (HYGIENE), MUMBAI REG. NO. E-700(BOM)

### ESTABLISHMENT EXPENSE

PARTICULARS	2022-2023	2021-2022
Administrative Salary	199942	369,535.00
Office Attendant	96235	55,100.00
Provident Fund	81714	93,282.00
Consultancy/Professional Charges	212040	236,820.00
Printing & Stationery	11416	12,545.00
Depreciation	131065	98,854.00
Telephone Charges	1842	3,667.00
Web Designing Charges	57816	26,416.00
Computer Expenses	49546	41,467.00
Conveyance	299429	223,163.00
Property Insurance	20938	71,292.00
Training Expense	1506	36,538.00
Electricity Charges	570	18,565.00
Staff Welfare	20540	20,239.00
Repairs & Maintenance	89144	94,849.00
Postal Expenses	1290	2,578.00
Cleaning & Housekeeping	0	8,008.00
Public Relation Expenses	9130	20,475.00
Audit Fees	7080	7,080.00
Internet Charges	5308	17,254.00
Bank Charges	1300.92	419.59
Honorarium	53417	10,850.00
Interest on TDS	0	50.00
Income Tax	0	32,212.00
Books and Periodicals	400	720.00
Miscellaneous Expenses	0	6,340.11
<b>Total</b>	<b>1,351,668.92</b>	<b>1,508,318.70</b>

## Esteemed & Regular Donors

- Anjana Projects Private Limited
- Bafna Public Charitable Foundation
- Global Foundation
- Hormusji D. Kapadia Trust Fund
- Ion Foundation
- Kotak Mahindra Bank Limited
- Maitri Foundation
- Modern Educational Social & Cultural Organization (MESCO)
- Mr. Navroz Seervai
- Mr. Ramamoorthy Subramanian
- Mr. Ravi Pareek
- Mr. Sanjay Rambhia
- Ms. Lajwanti Suresh Talwar
- Ms. Rashna Khan
- Niche Financial Services Private Limited
- Sohrab & Coomi Mistry Foundation
- Sri Lalita Charitable Foundation
- Sushila Shantilal Mehta Foundation
- Treety And Krishna Kumar Sahni Charity Trust
- Turner Morrison Limited

## Our Loyal & Devoted Volunteers

- Ms. Asha Angre
- Ms. Neepa Goradia
- Ms. Revathi Anantharaman
- Ms. Sudha Mahadev



## Esteemed Donors



**SKILLS AND ABILITY SCHOOL**  
UNDER THE AEGIS OF  
**THE INDIAN COUNCIL FOR MENTAL HEALTH (ICMH)**

Plot No. 9, Sector 11, Nerul Township  
Nerul (East) Navi Mumbai 400 706  
Tel.: 022 2770 4355 / 91371 87466

Website: [www.icmh.org.in](http://www.icmh.org.in)  
Email: [nsas@icmh.org.in](mailto:nsas@icmh.org.in) / [cs0@icmh.org.in](mailto:cs0@icmh.org.in)



Scan To Visit  
Website