



*STEPS*

*ANNUAL REPORT*

*2012 - 2013*



With special consultative status in the United Nations Economic and Social Council (ECOSOC)

***SERVE TRAIN EDUCATE PEOPLE'S SOCIETY***

***3 -689 Nagari Street, Srikalahasti - 517644, Chittoor district, Andhra Pradesh, India***

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*Message from the Chairperson*

*Greetings from STEPS*

*Serve Train Educate People's Society was founded in 1993 at the famous pilgrim center Srikalahasti and completed 19 years of existence in the service of the Social Action.*

*A glimpse of this annual report for the year 2012-2013 will assure you of our commitment to the philosophy and vision of STEPS of making health a reality to the people of Srikalahasti and its surrounding Mandals with the combined effort and cooperation of the Government, donor agencies and most importantly by people.*

*Notable achievement was, we were selected by the [GlobalGiving Foundation](#) Open Challenge, a fundraising opportunity for non-profit organizations and with a permanent spot on Global Giving's website, we are providing health services to the Filariasis patients.*

*The STEPS since 20 years conducted several free Health camps, Awareness camps, Training programmes for Mahila Arogya Sangam members, Health guides in the slums of Srikalahasti and surrounding villages. We are grateful to those in the Government departments, Andhra Pradesh State AIDS Control Society(APSACS), International HIV/AIDS Alliance, Vasavya Mahila Mandali, Vijaywada, Global Giving from whom we have received funding support and recognition. Our special thanks must go to District collector, District Medical & Health officer, Chittoor for having confidence on STEPS. We are thankful to Local Municipal and Revenue officials, Staff of Area Hospital - Srikalahasti for the support and encouragement for their handfull support and encouragement for implementing several health and welfare programs. STEPS continued its work in the field of health, mainly concentrating on HIV/AIDS, Malaria, Filariasis, infectious diseases and Human Rights.*

*Let me conclude by thanking all who support, appreciate, encourage and promote STEPS, thereby promoting the well being of the marginalized.*

**Dr. P. Prameelamma**

**President, STEPS**

## **About STEPS**

Serve Train Educate People's Society (STEPS) established in the year 1993 as a non-profit, non-governmental, voluntary organization at Srikalahasti a famous Pilgrim town in Chittoor District, Andhra Pradesh state, India. It is legally accredited with Societies Registration Act XXI of 1860 of Government of Andhra Pradesh. Registered under FCRA 1976 Ministry of Home Affairs, Tax Exemption under 12A and 80G (All contributions to STEPS are exempt under Section 80(G) of the Income Tax Department, Govt of India. Its head office at Srikalahasti has been working since 1993 with a commitment to rouse rural and urban poor, make them better living and participation in action for all round development. The president of STEPS who is a Medical Doctor acting as chief functionary. All programmes are headed by volunteers and development facilitators with participation and involvement of peoples committees. This NGO gives special emphasis on Medical and health aspects of those particularly preventive and curative health related programmes with a special focus on children, Adolescent girls and boys and Women with more specifically emphasis on strengthen and expand HIV/AIDS & Malaria clinical services, awareness, advocacy services, integrated child health and education to the needy.

## **Vision**

The Vision of the society is to become centre of excellence in the field of medical and Health, Women empowerment, child development, Human rights and environment related programmes through innovations particularly for the marginalized by engaging into partnership with national and international agencies

## **Mission**

To provide better future to the most vulnerable women, children of those particularly deprived sections by protecting their health needs and rights particularly women's reproductive health providing education, environment and improving their living conditions with an integrated approach. We believe that good health, well being and access to affordable health services are fundamental human rights and through popular participation

## **Strategies**

To provide medical aid in rural and urban slums and to organize the programmes of sanitation, health and maternity services and trains the organizers at the village level.

To undertake disease control programmes like HIV/AIDS, Malaria, Filariasis, TB, Cancer, Leprosy

To undertake environmental pollution control programmes, slum clearing programmes, tree plantation, agriculture, social forestry and nursery.

To start vocational and income generation training centers and organizing self help groups in rural and urban slums to uplift poor community for their sustainable development.

To organize orphan homes, child care centers, crèche centers, day care centers and street children programme and to start rehabilitation centers for the physically handicapped children.

To collaborate with other institutions, associations and societies in India and Abroad interest in similar objects.

## **Our Strategies for Change**

If the Millennium Development Goals (MDGs) are to be met and sustained, we must rapidly move towards the goals of Promote gender equality and empower women (Goal 3), Reduce child mortality rates (Goal 4), Improve maternal health (Goal 5) , Combat HIV/AIDS, malaria, and other diseases( Goal 6). We believe that if adequate opportunities are available, along with equal opportunities, people from socio-economically weaker sections of the community with guidance and support can utilize these opportunities effectively

## Registration Details

DOCUMENT	REFERENCE NO	DATE
Societies Registration Act (XXI) of 1860, Registrar of Societies ,Chittoori	592	8-10-1993
FCRA Registration Number:	<b>010140216,</b>	<b>18-2-1999</b>
Income Tax Permanent Account No(PAN):	<b>AAF TS 6022B</b>	
12A:	<b>F. No HQrs/308/CIT/TPT/2005-06</b>	<b>22-0502006</b>
80G of the Income Tax :	<b>F.No.H.Qrs.1(105)/CIT/TPT/2008-09</b>	
AP Professional Tax Enrolment:	<b>P Tin 28366864304</b>	<b>22-07-2010</b>

### RENEWAL OF 80G:

Income Tax exemption u/s 80G (5)(vi) of the Income Tax Act was renewed. It was informed vide office order No **F.No.H.Qrs.1(105)/CIT/TPT/2008-09** which was valid up to 31.03.2010 and valid from 01.04.2010 onwards till it is rescinded

### ACCREDITATION OF STEPS:

STEPS organization registered with Guidestar India .The GuideStar number : 1198

### Staff Working in STEPS

S.No	Sex	Full Time	Part time	Paid	Voluntary
1	Male	12	17	29	1
2	Female	16	28	44	0

### Salary Distribution As on 31/03/2012

Salary	Male	Female	Total
< 5000	18	38	56
5000 – 10000	6	6	12
10000 - 25000	2	3	5

## Member/Partnership/Networks

1. White Ribbon Alliance for Safe Mother Hood,
2. The Partnership For Maternal New Born & Child Health,
3. Global Health Council,
4. Child Status Net
5. NGO Connect.NET,
6. World Association of Non Governmental Organizations,
7. India Country Coordinating Mechanism for the Global Fund.
8. STOP TB Partnership,
9. Women Deliver
10. Malaria Foundation International, USA,
11. The Development CAFE
12. NGO Gateway,

## Details of STEPS Executive committee Members

(As on 31st March 2012)

Sl.No	Name	Gender	Designation	Area of Competency
1	Dr. Mrs.P. Prameelamma MBBS, DGO	Female	President	Medical Doctor
2	Dr. K. Venkatraman MBBS, DCH	Male	Vice president	Medical Doctor
3	Mrs.P.Sarojamma Dip. In Public health	Female	Secretary	Social Worker
4	Mrs.S.Akkamma	Female	Treasurer	Social Worker
5	Dr.Mrs.D.Usha Rani MA, PhD	Female	Executive Member	Academician
6	Dr.Mrs.M.Sridevi MS, DNB,FRCS	Female	Executive Member	Medical Doctor
7	Dr.Mrs.C.Aurag Msc, PhD	Female	Executive Member	Academician
8	Mrs.K.Kalyani B.Tech	Female	Executive Member	Academician
9	Mrs.C.Nagamani Bsc, Dip in child health	Female	Executive Member	Social Worker

None of the STEPS Executive members are related by blood or marriage. STEPS held 3 meetings, suitably spaced, in the Year 2012/13.

# ***STEPS COMPOSITE TARGET INTERVENTION***

Supported By Andhra Pradesh State AIDS Control Society (APSACS)

Implementing STEPS Targeted Intervention in Srikalahasti, Puttur, Thottambedu, Pichattur, Satyavedu, Nagari and Nindra mandals supported by APSACS, Hyderabad. working with key population of Female Sex Workers(FSWs), Male Sex with Male (MSMs), by developing enabling environment and providing STI treatment, basic HIV care, Creating awareness about STI, HIV/AIDS

## **Goal**

To contribute the reduce spread and impact of HIV in Andhra Pradesh through empowerment of key population to manage sustainable community level responses.

## **Vision**

The vision of project is of a healthy society where people do not die of AIDS

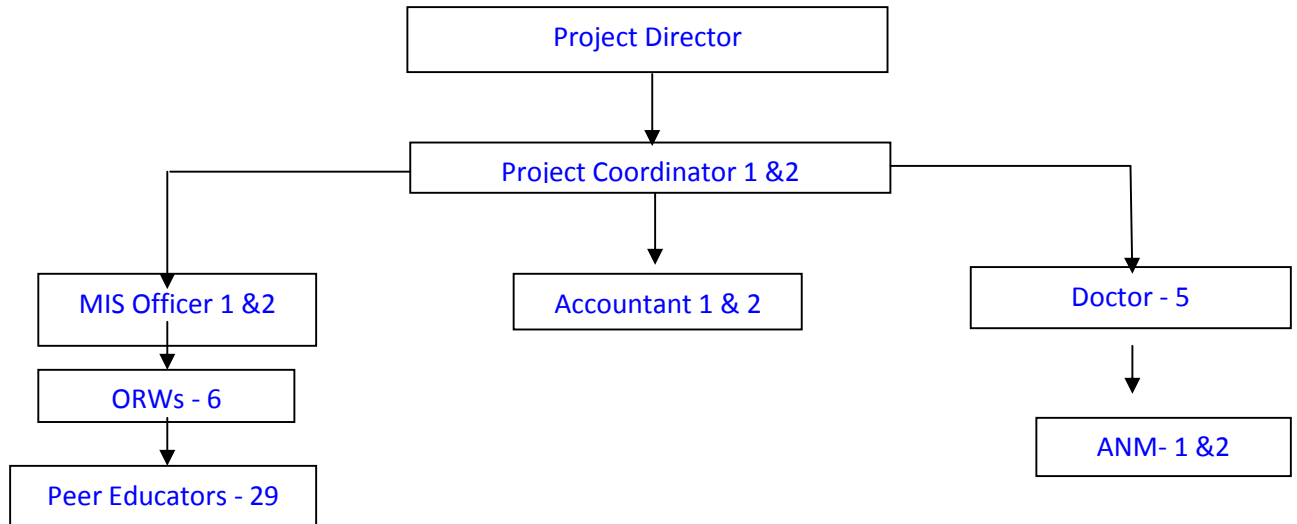
## **Mission**

Mission of project is to enable communities to reduce the spread of HIV, to lessen the impact of AIDS and to improve quality of life

## **Objectives**

- Reduction of STI Prevalence among Key Population and their clients
- Increased condom usage amongst Sex Workers and their clients in these sites
- Increased empowerment of Sex Workers Committees and creation of an enabling environment
- Providing clinical services for STI and opportunistic infections to the Key Population
- Empowerment of Key Population to follow safe sex behavior and practices

## STEPS ORGANOGRAM



### Fact Sheet:

Area of Operation Working Mandals	Sri Kalahasti, Puttur, Pichattur Thottambedu , Satyavedu Nagari , Nindra
No of Clinics	6
Field Staff	6 outreach workers 29 peer educators
Clinic Staff	6
No of DICs	3
Working Populations FSWs, MSMs	TI – 1: 818 TI- 2: 886



## STEPS-Srikalahasti Composite Target Intervention

STEPS organization is involved in Alliance AP TI intervention since April , 2004 in Chittoor District. The Project has been operating with a goal to halt and reverse the epidemic in HIV/AIDS Infection among the HRGs in 4 mandals under STEPS – Srikalahasti project. The Operational mandals in the District are Srikalahasti, Thottambedu, Satyavedu.

### Coverage Areas and Populations

Sl. No.	Name of the site	Total HRGs	FSW					MSM				Remarks
			HB	SB	BB	LB	Total	Kothi	DD	TG	Total	
1	Srikalahasti	540	225	53	4	8	290	117	131	2	250	
2	Thottambedu	189	108	18	9	0	135	17	37	0	54	
3	Sathyavedu	99	36	38	9	0	83	7	9	0	16	
<b>Total</b>		<b>828</b>	<b>369</b>	<b>109</b>	<b>13</b>	<b>8</b>	<b>508</b>	<b>150</b>	<b>167</b>	<b>3</b>	<b>320</b>	

## STEPS-Nagari Composite Target Intervention

STEPS organization is involved in Alliance AP TI intervention since April , 2004 in Chittoor District. The Project has been operating with a goal to halt and reverse the epidemic in HIV/AIDS Infection among the 896 HRGs in 3 mandals under STEPS – Nagari project. The Operational mandals in the District are Nagari, Puttur, Pitchatur and Nindra.

### Coverage Areas and Populations

Sl. No.	Name of the site	Total HRGs	FSW					MSM				
			HB	SB	BB	LB	Total	Kothi	Panthi	DD	TG	Total
1	Nagari	225	118	103			221	4				4
2	Nindra	211	173	38		0	211					
3	Puttur	333	125	131	8	14	278	23		32		55
4	Pichatur	127	40	51	8		99	17		11		28
<b>Total</b>		<b>896</b>	<b>456</b>	<b>323</b>	<b>16</b>	<b>14</b>	<b>809</b>	<b>44</b>		<b>43</b>		<b>87</b>

## Current year Strategies:

### a. BCC (Behavior communication change):

We have found that the strategy adapted under BCC was effective. We have realized that the quality of BCC sessions was not up to the mark in some cases where the Peer Educator communication abilities were inadequate. It was also found that the BCC with partner level was not effective.

In the Current year we having the 3 orws and 14 peer educators in 3 sites with 38 hotspots for giving the outreach services.

### b. STI care management:

Establishing the one static clinic at srikalahasti for srikalahasti and thottambedu sites and one PP clinic at Satyavedu site

We have found that the facilitates, Documentation, Counseling services etc at DSRC were not up to the expected level which has got its own impact on STI care Management. Another gap was found in the area of STI treatment follow up. We could refer 2 5% of the registered HRGs to Government DSRC during the last year

The following strategies are proposed to be adapted to strengthen the STI Care Management:

- Advocacy for better facilities, documentation system, counseling services at DSRC;
- Placing the effective STI follow-up tracking system by strengthening the outreach monitoring system;
- Special attention to increase the Referral linkages by 25% of HRG's to the DSRC (STI clinics);

### c. Condom promotion:

The intervention Outreach are found that free Condom Procurement gap condom, out lets shortage, low distribution of social marketing condoms. It's a major finding in our field levels.

#### Strategies:

- To develop linkages with APSACS and DAPCU for reducing condom procurement
- To Conduct special events and campaigns on (SM) female and Male condoms
- To place wending missions in hotspots.
- Appraisals to PE's
- To conduct an awareness on marketing skills to PE's

#### **d. Referrals and linkages:**

ICTC centres and ART centre location near to Working sites and problems found for referral to Pre ART Registration among the Positives found in this year.

##### **Strategies:**

- Focused Outreach with positives to Register with ART.
- To develop BCC material on ART.

#### **e. Peer education:**

In peer education context the TI involved the PE's in the Staff reviews. As few peer educators are illiterates the out reaching became difficult. During the new recruitment process of PEs they could not able to do outreaching effectively due to lack of knowledge and lack of skills.

##### **strategies:**

- Rating of Peer educators and peer educators assessment
- Follow up trainings
- Appraisals of PEs on their improvements in the outreaching. i
- Preparation of Micro planning and implementing in the field through peer.
- Involving Peer Educators to share their views in the meetings.
- Reach large no of HRG's through events organized by peers.
- Provide a link effectively between the services and community(for instance by Introducing people or accompanying them to the service facility)
- Community will be involved in the process of selecting peers.

#### **f. Monitoring and evaluation:**

Outreach workers are monitoring the activity of the peer educators in the field,

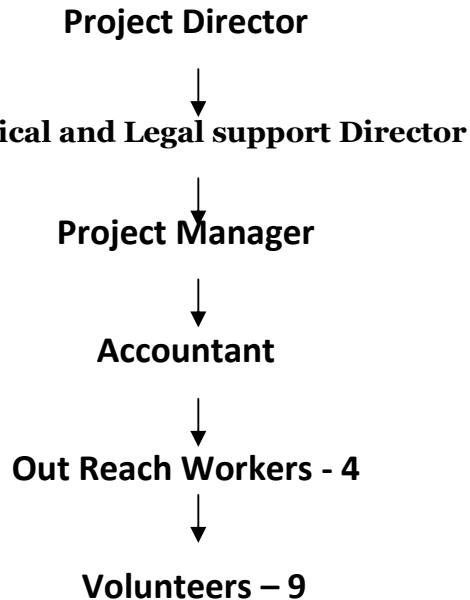
##### **Strategies:**

- Training to be organized for Outreach workers in outreaching.
- PM should monitor the field in 10 days in every month; the observations in field should be maintaining PM Field documents.
- Preparation of action plans and submitting of reports by PEs, ORWs on weekly basis.
- Supportive field monitoring in the field by the PM and ORWs on regular basis
- Staff required half-yearly refresher training on overall development
- Strengthening of Task committees for effective monitoring in field level
- Monitor the field peer to peer with different hotspots in project level by the peer educators for support of other peer educator
- Fortnightly and monthly planning and reporting to the SLP by the NGO.
- Weekly and monthly review meetings conducting at field level and office level for right direction of TI implementation.

## **STEPS VMM TAP PROGRAMME**

Implementing the TAP Program in Venkatagiri and Pellakuru mandals in Nellore district supported by Lead Partner Vasavya Mahila Mandali, Vijayawada funding from DIFD, UK and Technical support from TB Alert , India. Providing services to the under served communities who are infected and affected by TB, HIV/ AIDS and Co-Infection in Andhra Pradesh

### **STEPS VMM TAP PROGRAMME ORGANOGRAM**



## Activities:

### Awareness meetings



Conducted 192 Awareness meetings at their target areas during 20012-13. Created awareness about TB, HIV & Co-infection among the people at grass root level.

*Awareness meeting for SHG members at Venkatagiri on 21/05/2012*

### Mass events

Conducted 12 Mass Events at their target areas during this year. During these Events explained about TB, HIV & Co-Infection. Political Leaders, Teachers, Community People, SHG Leaders and Members have participated in this Events.



*Awareness meeting about TB, HIV & Co-infection*

### Referrals to ICTC and DMCs

During this year our staff members motivated and referred 344 community People to DMC and 479 Community people were referred to ICTC & PPTCT centers in 2 Mandals. After starting of TAP program DMC and ICTC referrals increased.

## Community Core Group Meetings



Conducted 4 community core group meetings in their target areas. Political leaders, Area ANMs, Asha valenteers, Anganwadi workers, Teachers and SHG Leaders have involved in this group meetings. Because of the involvement of group members in our program activities, they are referring suspected persons to the testing centers.

***Community Core Group Meeting for key persons at Venkatagiri on 16/10/2012***

## Cultural Shows

Organised 6 Cultural Shows at Venkatagiri and Chembedu during this year. In this plays the participants prepared script to explain about the symptoms of TB, HIV and Co-Infection.

***STEPS TAP staff performing cultural program at Chembedu village on 30/07/2012***



## Observational days



STEPS conducted World AIDS Day, TB Day, Children Day, Womens Day & International Candle light day . All the TAP staff participated in the programs. During these events explained about the importance of the day and the social responsibility of Community people.

***World AIDS Day Rally on 1<sup>st</sup> Dec, 2012 at Venkatagiri town main streets***



## **Formation and running of adult support groups**

TAP staff motivated adults to form support groups. Till today 6 Adult Support Groups were formed 5 at Venkatagiri and 1 at Pellakur mandal. During monthly meetings explaining about the symptoms of TB and HIV, social responsibility of group members and also how to refer the suspected persons to the testing centre.



*Adult Support Group meeting at Ramalayam, Jangalapalli on 10-10-2012*

## **Formation and running of children support groups**

2 Children Support Groups were formed, 1 Support group at Venkatagiri and 1 group at Pellakur mandal. Conducted monthly meetings regularly. In this meeting they were explained about the symptoms of TB and HIV, the social responsibility of group members and also explained about how to refer the suspect persons to the testing centre.



*Children Support Group meeting at Z.P.High School, Sirasanambedu on 08-10-2012*

## **Review meetings with district & state TB and HIV officers**

Conducted Review meeting with district TB and HIV officers at DTCO Office, Nellore on 23/11/2012 all the STEPS TAP staff participated in the meeting. They gave briefing about the activities and performance during the year. The district officials gave some suggestions to improve the TAP program activities in two mandals

## **Formation and running of Grannies club**



One Grannies club were formed at Venkatagiri. Conducted monthly meetings regularly. In this meeting they were explained about the symptoms of TB and HIV. the social responsibility of group members and also explained about how to treat their grand children.

*Grannies club at Ammapallem on 17-10-2012*

## **Formation and running of Health Forum**

One Health Forum were formed at CHC-Venkatagiri. Conducted Half yearly meetings regularly. In this meeting we explained about our program activities and also discussed with advocacy issues and reach our target to Health Forum Members.



*Health Forum at CHC, Venkatagiri on 31-12-2012*

## **District level PAC meetings**



Conducted District Level PAC Meeting at DLO Office, Nellore on 26-12-2012. In this meeting we explained about our program activities and ask suggestions from District level Government Officials to develop TAP program.

*PAC Meeting at DLO Office, Nellore on 22-04-2012*



## **Networking meeting with NGO/CBOs/PHPs at mandal level**



Conducted Networking meeting with NGO/CBOs/PHPs at District level. PD Dr.Prameelamma explained about our program activities and requested their feedback and suggestions for effective implementation of TAP program.

*Meeting with NGO representatives at Venkatagiri on 15-05-2012*

## **Sensitization meeting with RMP's & Traditional Healers**

Conducted 4 Sensitization meetings with RMP's & Traditional Healers At Venkatgiri. PD, PM & ORWs have participated and explained about our program activities. ICTC counselor convinced the traditional healers to refer the cases to government testing centres for testing.



*Sensitization meeting with RMP's & Traditional Healers at Venkatagiri on 18/04/2012*

## **Participatory Community Review**

Conducted Participatory Community Review At Naidupeta and Venkatgiri to collect the opinions about our program activities during this year.

*Review with Grannies club Members at Venkatagiri on 07-04-2012*



## STEPS VMM TAP DMC REFERRALS 2012-2013

No. of referrals		No. of tested		No. of Positive	
Male	<b>245</b>	Male	<b>207</b>	Male	<b>53</b>
Female	<b>99</b>	Female	<b>78</b>	Female	<b>13</b>
Total	<b>344</b>	Total	<b>285</b>	Total	<b>66</b>

## STEPS VMM TAP ACTIVITIES

**2012-2013**

S.No.	Activity	No.of Meetings	Male	Female	Boys	Girls	Total
1	Adult Support Group Meetings	72	281	611	0	0	892
2	Awareness Meetings	12	1290	1895	392	436	4013
3	Candle Light Day	1	95	150	34	25	304
4	Childrens Support Group Meetings	24	0	0	123	165	288
5	Childrens Day	1	0	0	0	1120	1120
6	Community Core Group	4	24	18	0	0	42
7	Cultural shows	6	236	261	125	87	709
8	Grannies Club	6	9	51	0	0	60
9	Health Forum	2	8	14	0	0	22
10	Mass Events	12	142	358	70	67	637
11	PAC Meeting	1	18	3	0	0	21
12	DTCO Review	1	30	0	0	0	30
13	Sensitization meeting with RMPs/Tradistional Leaders	4	64	6	0	0	70
14	TB Day	1	35	15	0	0	50
15	Womens Day	1	1	32	0	1178	1211
16	World AIDS Day	1	5	20	0	1120	1145

# STEPS URBAN HEALTH CENTRE

STEPS Society is running Urban Health Centre in the slums of the Srikalahasti Municipality covering a population of 25000 funded by Dept of Health and Family welfare, Govt of Andhra Pradesh, INDIA.

## OBJECTIVES

- Reproductive and Child Health (RCH) services
- Mother and Child Health services
- Family planning methods and sterilizations
- Creating awareness on issues related to health and family welfare
- Innovative and income generating programmes for the economic development of women and adolescent girls

## ACHIEVEMENTS

### Formation of Mahila Arogya Sangams (MAS), Janani groups

5 MAS groups and Janani groups formed with members from women and adolescent girls in the community. The leaders of the MAS are members in the UHC advisory which will frame working guidelines and suggestions for function of the Urban Health Centre. All the members are actively participating in all the programmes and activities of the UHC.

Conducting Health counseling and community awareness training programmes in slums based on key points

1. Age at Marriage
2. Early registration of high risk cases
3. Family planning
4. Complete immunization
5. Family planning temporary and permanent methods
6. STI, HIV/AIDS
7. ARI and diarrhea management

### Health Awareness camps for Women and adolescents

Conducting Health Awareness camps for Women and adolescents with focus on disseminating and creating awareness about nutrition, hygiene, immunization, care during pregnancy and child birth, STI and family planning.

## Health education and motivational activities

Health education through counseling, demonstration, exhibition and IEC materials distribution during festivals have been carried out with a view to bring about attitudinal and behavioral change in the target groups about health issues. STEPS UHC started functioning from 10/7/2000 in Gajendra Nagar, one of the slum in srikalahasti Municipality.

## Medical camps in slums

Conducting free medical camps regularly in slums, health checkups and free medicines were distributed. Implementing immunization programmes VIT A, administration programmes, Pulse polio, National maternity benefit scheme, and Jana Samrakshana scheme in slums. By creating awareness about family planning methods achieving more than the target

## National programs

STEPS UHC organizing Anti TB day, Anti Malaria day, World Health day, World population day, Women's day, Mothers day, Breast Milk awareness Week, Pulse Polio, Vitamin A programme, AIDS day rallies and candle light program. All the UHC staff participate in the rallies. MAS members and local leaders were motivated to participate in the rallies

## School Health Program:

As a part of school health program all the students in schools and hostels in UHC are periodically examined and free medicines were distributed.

Achieving 100% motivation of family planning cases every year and STEPS UHC getting 'A' grade by the State Government every year since 2000.

Another notable achievement is we have created awareness and motivation among the Schedule Castes and Schedule Tribes community living in slums and they are approaching the UHC voluntarily for the family planning operations.

Best Medical officer award given to UHC Medical officer by the District Authorities during.

## DEMOGRAPHIC PARTICULARS

1. Name of the District : Chittoor
2. Name of the Municipality : Srikalahasti
3. Name of the Urban Health Centre : STEPS URBAN HEALTH CENTRE
4. Name of the NGO Organizing the UHC : Serve Train Educate People's Society (STEPS)
5. Location of UHC : Gajendra Nagar (Salipeta)
6. Date of Starting UHC : 01-07-2000
7. Authority : DM&HO Chittoor  
Letter NO.Rc.No.1536/E1A/2000  
Dated: 23-06-2000
8. Name of the Project : Andhra Pradesh Urban Slum  
Health Care Project, APUHCP IIP-  
VIII Extension
9. Building in which functioning : 10-07-2000 to 03-02-2001 Rented  
Building. From 04-02-2001- New  
UHC Building
10. Population of Municipality : 92,375 (Male 46,389+ Female 45,986)
11. Number of Slums/Areas Allotted to UHC : 2012 - 2013 - 26
12. No. of House hold covered : 2012 - 2013 - 5,156
13. Total population covered by UHC : 2012 - 2013 - 20,759
14. No. of Adolescent girls : 2012 - 2013 - 532
15. No. of Eligible couples : 2012 - 2013 - 3,495
16. First Referral units : 1. Area Hospital, Srikalahasti  
2. Jagadamba Hospital, Srikalahasti  
3. Dr.K.V.Memorial Child Trust  
Hospital, Srikalahasti

## GENERAL INFORMATION

1. No. of Mahila Aarogya Sangams	:	5
2. No. of Self Help Groups	:	684
3. No. of CMEY Groups	:	14
4. No. of Mahila Groups	:	432
	:	Government      27
5. No. of Schools	:	Private              62
6. No. of College	:	Government      4
	:	Private              9
7. No. of School Committees	:	35
8. No. of Health Centre	:	Area Hospital      1
	:	PHC                  1
	:	UHC                  2
	:	Private Clinics    48
9. No. of Anganvadi Schools	:	32

### STAFF POSITION AND TRAINING STATUS

S/No	NAME	Designation	Qualification	Date of Joining	Training
1	K.S.Reddy	Project Co-ordinator	M.Sc.BL.,PGD DHR	1-07-2000	Trained
2	Dr.P.Prameelamma	Medical Officer	MBBS, DGO.	1-07-2000	Trained
3	R. Radhika	ANM	MPHW (F)	1-12-2007	Trained
4	T.Dhanalakshmi	ANM	MPHW(F)	1-12-2007	Trained
5	A. Sujatha.	Community Organizer	B.Com.,	1-07-2000	Trained
6	S.Masthani	Assistant	B.Com.,	1-10-2003	Trained
7	B.Venkatesh	Assistant	10 <sup>th</sup> Class	1-07-2000	Trained
8	A.Kusthuri	Assistant	5 <sup>th</sup> Class	1-12-2000	Trained

## FORMATION OF MAHILA AROGYA SANGAMS

5 Mahila Arogya Sangams were formed in month of September 2000 and 5 MAS leaders were elected

MAS I.D.No.	Area or Slums	Date of formulation
I	GajendraNagar	12-09-2000
II	Muthyalammagudiveedhi	13-09-2000
III	Kondamitta	15-09-2000
IV	Kailasagiricolony	21-09-2000
V	Project street	29-09-2000

No. of MAS meetings held from April 2012 to March 2013 - 60

## FORMATION OF UHC ADVISORY COMMITTEE

UHC Advisory Committee was formed on 14-10-2000. All women councilors in a special meeting on 11-10-2000 elected Chairperson of the STEPS Urban Health Centre

### Present Advisory Committee 2012 - 2013

1. Smt. K.Sarojamma	Municipal Ex.Councilor	Chairperson
2. Sri. K. S. Reddy	Project Co-ordinator	Vice chairperson
3. Dr.P.Prameelamma	Medical Officer	Member convener
4. Smt.Sujatha	Community Organizer	Member
5. Smt. G, Mohanamma	MAS I leader	Member
6. Smt. M.Parvathi	MASII leader	Member
7. Smt. K. Vijayalakshmi	MAS III leader	Member
8. Smt. C.Padmavathi	MAS IV leader	Member
9. Smt.P.Mala	MAS V leader	Member
10.	Representative from FRU	Member
11. Dr.G.Venkatraman	Representative from FRU	Member
12.	DEMO Assistant	Member
13. Sri. Mr.Mothilal	Municipality Health Inspector	Member

No. of Advisory Committee Meetings held from April 2012 to March 2013 - 12

## POST NATAL CASES 2012-13

1. No. of post natal checkups completed : 371

### DEATHS

1. No. of Still Births	4
2. Infant Deaths	-
3. Maternity	-

## HEALTH COUNSELLING 2012-13

No. of counselling session conducted

	UHC	FIELD
1. Pregnant Women	46	162
2. Post natal mothers	40	298
3. Children	52	225
4. STD/RTI	112	374
5. Eligible couples	122	278
6. Adolescent Girls	32	28
Total	404	1465



## STATUS OF FUNDS

April 2012- March 2013

S.No	Name of the Head	Released by DM&HO up to june-2011 to Feb-2013	Expenditure up to Apl-12 to Mar-13	Amount to be released for Dec-2012 to Mar-13
1	Staff Salary ( june-2011toNov-2012)	6,10,200	5,00,000	-2,46,800
2	Building rent	-	-	-
3	Contingencies(Jul-2011 to dec-2012)	36,000	27000	-90129
4	Training grants SHG, MAS. ICDS& Adolescent Girls	-	-	-
5	Emergency Fund	-	-	-
6	Referral Transport Fund	-	-	-
7	Electricity & Water Charges( jul-2011 to Dec-2012)	27,000	19182	-7001
8	Project Co-coordinator	2000	-	-3000
9	Bank Charges	112	-	-
	<b>TOTAL</b>	6,75,312	5,46,182	-3,46,936

## FWP SECTOR STERILIZATION TARGET 2012-13

YEAR	TARGET POPULATION	ACHIEVED	PERCENT
April-2012-March 2013	168	179	107%

## ACTIVITIES OF URBAN HEALTH CENTRE 2012-2013



15<sup>th</sup> April 2012

*Puls polio Camp in the temple inaugurated by Executive officer of Srikalahastiswara Swamy Temple*



20<sup>th</sup> May 2012

*Candle light Programme Conducted in UHC Subcentre, Project street*



11<sup>th</sup> July 2012

*On the occasion of World population Day conducted Rally at UHC*



23<sup>rd</sup> July 2012

*Conducted ORAL Re-hydration therapies at Thufan centre slum*



9<sup>th</sup> October 2012

Free medical Camp Conducted in Lobhavi, Thufancentre Slums & Explained the precautions to be taken During the Rain session



16<sup>th</sup> Nov 2012

Health Checkup SC.Girls Hostel



1<sup>st</sup> Dec 2012

World AIDS Day program rally conducted in the streets of Srikalahasti town.



18<sup>th</sup> Jan 2013

Conducted Pulse polio Awareness rally at Thufancentre slum



20<sup>th</sup> Jan 2013

pulse polio Camp in the temple



9<sup>th</sup> mar 2013

*Conducted age at Marriage Awareness Camp Project street*



10<sup>th</sup> Mar 2013

*On occasion Mahashivarathri Festival Medical Camp organized in the Temple*



19<sup>th</sup> Mar 213

18th to 23<sup>rd</sup> March 2013 During This Week VIT-A programme Conducted and All the 9 months to 5 year Children's Were administered Vitamin-A



24<sup>th</sup> Mar -2013

*On the Occasion of World TB Day Conducted Awareness Camp and organized Rally with Adolescent Girls & women's*



## Global Giving-Lymphatic Filariasis (LF) Disease Treatment

Providing treatment ,medicines to Filariasis patients with the support from donors from USA through Global giving.

India accounts for over one-third of the world's burden of Lymphatic Filariasis. An estimated total of 120 million people are infected globally with LF, India alone contributes to about 40% of the global Filariasis disease burden. It is a major public health problem in India. About 500 people are suffering with Filariasis in Srikalahasti town and surrounding places in Andhra Pradesh state, India.

Beneficiary Filariasis patients and the slums which require immediate health attention are identified. selected 20 deserving Filariasis patients for treatment and 4 slums for conducting health camps.

Patients for treatment and slums for conducting health camps were selected based on the following criteria:

- The patients should be living in slums
- Poor people who are below poverty line
- People who cannot afford for treatment and to buy medicines
- Slums more affected with diseases and health problems.

### Treatment and Impact

Recognizing the physical suffering, gross disfigurement and consequent socioeconomic impact due to LF, efforts are being taken to teach patients and their families about skin care and simple measures of hygiene. 20 patients who are poor were identified in the slums of Srikalahasti municipality and providing treatment every month.

At present 3 Health Workers and 1 medical Officer are involved in providing treatment and awareness services to LF patients. We have developed **Individual Recording Form** and **Individual Follow-up Form**. In Individual Recording Form the LF sufferer's name, sex, age, address and Health Worker's name will be recorded. In this form the Health Worker will record the body part which is attacked with Filariasis and intensity of the disease. In Individual Follow-up Form each LF sufferer will be



followed up monthly to find out any acute attack have occurred and how many have occurred in a month, there have been any wounds, skin damage or swelling, there have been an improvement in condition.

For each Lymphatic Filariasis patient we have kept separate file. They were provided with Plastic Tub and Mug for washing their wounds. During beginning of every month, each patient will be provided with drugs for 30 days.

- 1. Dettol Soaps
- 2. Whitfield's (Anti fungal) ointment
- 3. Iron Tonic
- 4. Cipladine (Povidone-Iodine solution IP) Microbicidal solution
- 5. Aracip (Paracetamol Tablets IP)
- 6. Hetrazan (Diethyl carbamazine citrate Tablets)
- 7. Multicap (Multivitamin+Iron+Mineral capsules)
- 8. Zeefer (VITB12, Folic acid capsules)
- 9. Trimethoprim and Sulphamethoxazole Tablets
- 10. Absorbent cotton wool

STEPS NGO conducting medical camps for Filariasis patients During these camps medicines were distributed Filariasis patients and their health checkups conducted by Dr.P.Prameelamma. All these patients are taking medicines and doing exercises regularly. The Health Workers are visiting the houses of patients once in 15 days and monitoring their health status.



LF Patients with Drugs and doing Exercises

## Name and address of the Banker

State Bank of India  
Sannidhi Street,  
Srikalahasti – 517 644,  
Chittoor District, Andhra Pradesh, INDIA.

## Name and address of Auditors

T.Mallikarjuna B.A,F.C.A  
Chartered Accountant  
MALLIKARJUNA & Co  
1-209, Chenni Road,Near Municipal Office  
Srikalahasti 517644  
Chittoor District, Andhra Pradesh, INDIA.  
Phone 08578 223139

**AUDIT REPORT**

1. We have audited the attached Balance Sheet of SERVE TRAIN EDUCATE PEOPLE'S SOCIETY (STEPS) Program as at 31<sup>st</sup> March 2013 and also the Income & Expenditure Account of the Society for the period ended on that date annexed thereto. These financial statements are the responsibility of the Society management. Our responsibility is to express an opinion on these financial Statements based on our audit.
2. We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.
3. In our opinion and to the best of our information and according to the explanation given to us, the said accounts give the information in the manner so required and give a true and fair view
  - a. In the case of the Balance sheet, of the state of affairs of the Society as at 31<sup>st</sup> March 2013; and
  - b. In the case of the income and Expenditure Account, of the Excess of expenditure over Income of the Society for the period ended on that date.
4. Further to our comments in the paragraph 3, we report that:
  - a. We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit;
  - b. In our opinion, proper books of accounts as required by law have been kept by the Society, so far as appears from our examination of those books and proper documents adequate for the purpose of audit have been received from branches not visited by us;
  - c. The Balance sheet and Income & Expenditure Accounts dealt with by this report are in agreement with the books of Accounts.

Place: Srikalahasti  
Date: 15.06.2013



For **MALLIKARJUNA & Co**  
For **CHARTERED ACCOUNTANTS**  
Chartered Accountants

T. Mallikarjuna  
**T. MALLIKARJUNA**  
PROPRIETOR



## SERVE TRAIN EDUCATE PEOPLE'S SOCIETY (STEPS)

SR. KALAHASTI-517 844 CHITTOOR DIST, AP, India

## INCOME &amp; EXPENDITURE ACCOUNT FOR THE YEAR ENDING 31.03.2013

Expenditure	Amount	Income	Amount
To Expenditure for TAP Programs (Annexure - 1)	722,686.00	By Grants from India HIV/AIDS Alliance for Awaras programme	23,833.00
To Expenditure for Filaries programme (Annexure - 2)	142,835.70	By Grants from VVM for TAP Programs	767,856.50
To Expenditure for Steps coal (Annexure - 3)	82,626.00	By Grants from Global Giving for Filaries programme	5,105.89
To Expenditure for UHC (Annexure - 4)	560,299.00	By SRH Training	4,600.00
To Expenditure for TI, Srikalahasti (Annexure-5)	1,157,552.00	By Grants from APSACS for TI- SRHT	1,160,878.00
To Expenditure for TI, Nagari (Annexure-6)	1,156,486.00	By Grants from APSACS for TI- Nagari	1,157,797.00
To DEUTSCHE Bank Program Exp(Ann- 7)	38,563.00	By Grants received from DMHC	675,200.00
To Depreciation (Annexure - 8)	94,338.97	Add Grants receivable from DMHC	306,007.00
To Excess of Income over expenditure			951,207.00
To medicine expenditure	96,000.00	Less Grant received for 11-12 FY	369,193.00
To Positive prevention training	9,900.00		612,014.00
To Other training/work shop expenditure	1,470.00	By Grants from STRC	11,700.00
To Positive prevention training	11,750.00	By PE Training grant	64,050.50
To PE Training expenditure	64,050.00	By Other Grants from APSACS	1,372.50
To Other training/work shop expenditure	1,372.00	By Grants from STRC	2,920.50
		By Other Grants from APSACS	1,470.00
		By Grants by way of Medicines	95,000.00
		By Donators	79,600.00
		By Bank Interest	22,560.00
		To Excess of Expenditure over Income	131,876.55
	4,161,017.97		4,161,017.97

For MALLIKARJUNA & Co  
CHARTERED ACCOUNTANTSM. MALLIKARJUNA  
PROPRIETOR

## SERVE TRAIN EDUCATE PEOPLE'S SOCIETY (STEPS)

SRICALAHASTI-517 544 CHITTOOR DIST,AP,India

## RECEIPTS &amp; PAYMENTS ACCOUNT FOR THE PERIOD FROM 1-04-2012 TO 31-03-2013

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To Opening Bank Balance :		By Expenditure for Avahan (Annexure-1)	45,406.00
Cash in Hand	11,913.69	By Expenditure for TAP Programme (Annexure-2)	738,086.00
Balance in Bank A/c 10475047704 (FCRA)	175,125.65	By Expenditure for Filices programs (Annexure-3)	142,935.00
Balance in Indian Bank A/c No-8734/31	1,322.00	By Expenditure for STEPS local (Annexure-4)	33,366.00
Balance in Bank A/c:3618316628(Steps local)	352.00	By Expenditure for UHC (Annexure-5)	560,499.00
Balance in Bank A/c No:30166635130(UHC)	12,003.00	By Expenditure for TI, Srikalahasti (Annexure-6)	1,167,652.00
Balance in Bank A/c No:-30438018316	1,111.00	By Expenditure for TI, Nagarl (Annexure-7)	1,166,186.00
To Bank Interest	22,963.00	By Expenditure for Deutsche Bank (Annexure-8)	38,563.00
To Grants from APSACS for STEPS TI Srikalahasti	1,163,673.00	By Payment to DM & HO	13,397.00
To Grants from STRC	11,700.00	By Positive prevention training	11,700.00
To PE training grant	54,050.00	By PE training expenditure	64,050.00
To Other Grants from APSACS	1,372.00	By Other training/work shop expenditure	1,072.00
To Grants from APSACS for STEPS TI Nagarl	1,157,797.00	By K.Sudhakar Reddy	73,698.00
To Grants from STRC	9,900.00	By Positive prevention training	9,900.00
To Other Grants from APSACS	1,470.00	By Other training/work shop expenditure	1,470.00
To Grants from VVM for TAP programme	767,856.50	By Payment to K.R.R.Uma Mahesh	59,702.00
To Grants from Global Giving for Filices programme	15,105.69	By Grant by way of medicine expenditure	05,000.00
To Grants from DM&HO office	675,200.00	By Closing Balance :	
To Advance from K.R.R.Uma Mahesh	47,167.00	Cash in Hand	3,749.39
To Grants from India HIV/AIDS Alliance	23,833.00	Balance at Bank,	
To Advance from K.Sudhakar Reddy	75,936.00	FCRA:10476047704)	5,344.74
To Donations	79,000.00	State Bank of India A/c 30438018316	749.00
To SRH Training	4,800.00	State Bank of India (32306793722)	1,000.00
To Grants by way of medicines	96,000.00	State Bank of India A/c No:30166665130(UHC)	2,368.00
		Indian bank A/c No:8734/31	1,822.00
		Indian bank A/c no:1190045	352.00
		State bank of India A/c NO:31959946377	1,928.50
	<b>4,421,275.93</b>		<b>4,421,275.93</b>

For **MALLIKARJUNA & Co**  
- CHARTERED ACCOUNTANTS

*T. Mallikarjuna*  
T. MALLIKARJUNA  
PROPRIETOR

**SERVE TRAIN EDUCATE PEOPLE'S SOCIETY (STEPS)**

**SRIKALAHASTI-517 644 CHITTOOR DIST,AP,India**

**BALANCE SHEET AS ON 31-03-2013**

LIABILITIES		Amount	ASSETS		Amount
Capita fund	830,751.05		Fixed assets (Annexure - B ) (As per depreciation schedule)		500,515.54
Less: Excess of Expenditure over Income	131,878.58	677,862.47	Grants receivable for UHC		306,007.00
<b>Current Liabilities:</b>			Electrical deposits		2,850.00
Salaries payable		241,900.00	<b>Current Assets:</b>		
Advance from K.R.R Uma Mahesh		8,446.00	Cash in Hand		3,749.59
Advance from K.Sudhakar Reddy		2,045.00	Balance at Bank :		
			FCRM(1C476047704)		5,844.74
			State Bank of India A/c 30428018316		740.00
			State Bank of India (3230E793722)		1,000.00
			State Bank of India A/c No.30166685130(U-C		2,358.00
			Indian bank A/c No:8734/31		1,822.00
			Indian bank A/c no: 1900/45		352.00
			State bank of india A/c NC:31959346377		1,528.50
		<b>930,176.47</b>			<b>930,176.47</b>

For **MALLIKARJUNA & Co**  
**CHARTERED ACCOUNTANTS**



*T. Mallikarjuna*  
**T. MALLIKARJUNA**  
**PROPRIETOR**