

INDIAN COUNCIL FOR CULTURAL RELATIONS
AZAD BHAVAN, 1 P ESTATE, NEW DELHI – 110 002

Indian Cultural Centre, São Paulo
Monthly Report for the month of September 2018

1) India-based Staff

S. No.	Name	Designation	Date of appointment	Duties/Remarks
1	Puja Kaushik	Director	3 rd September, 2018	To look into the overall working of the ICC.

2)(a) Teaching Staff - IB

S. No.	Name	Discipline	Date of appointment	Duties/Remarks
01	Sanjay Kumar	Yoga and Indian Culture (Hindi, Sanskrit and Vedic literature)	08.02.2018	Regular classes of Yoga and Indian culture, including lectures, classes and activities outside ICC.

2)(b) Teaching Staff - Local

S. No.	Name	Discipline	Date of contract entered upon	Duties/Remarks
01	Gyaneshree Karahe	Kathak	17.10.2011	02 dance classes per week, coordination of performances by students.
02	Silvana Pereira	Odissi	17.10.2011	02 dance classes per week, coordination of performances by students.
03	Iara Ananda	Bharata Natyam	17.10.2011	02 dance classes per week, coordination of performances by students.

3) Local Staff

S. No.	Name	Designation	Date of contract entered upon	Duties/Remarks
01	Rafael Espadine	Senior Assistant	04.08.2011	Administration and Cultural (events planning, management, publicity, translations, compering, preparation of documents, payments, archiving, library. etc.)
02	Simone Orth	Senior Assistant	16.11.2011	Administration and Cultural (events planning, management, publicity, mailing, preparation of documents, payments, archiving, library. etc.)

4) Contingency/Contractual staff

S. No.	Name	Designation	Contract Period	Payment
01	M/S Bandeira Paulista (outsourced cleaning agency) staff: Maria Isabel Jesus Reis	cleaner	20.11.2013	R\$ 3,326.07 Covers cleaning service, cleaning materials and substitute staff
02	M/S GR (outsourced security agency) staff: Bruno Vicente da Matta	Security guard/receptionist	18.05.2016	R\$ 4,067.93 Covers services of security guard and substitute staff

5) Budget/Expenditure/Remittance –

S.No.	Annual approved budget	Remittance received during the quarter	Revenue generated through fee from students	Progressive Expenditure on ICC Budget on the last day of the month	Expenditure on Budget
01	22,000,000		Nil	11,789,263	1,931,922

6) Outstanding Audit Para pertaining to ICCR Budget

S.No.	Year of Audit Para	Details of Observation of Audit Para	Action taken by Mission/ICC	Action required by ICCR (if any)	Remarks
1	Dec 15 to Jan 16	Para 7 1.3 Inadequate budgetary management and misclassification of expenditure	Detailed report sent to ICCR for ex post facto sanction	Reply from ICCR is still awaited	Periodic reminder sent
2	Dec 15 to Jan 16	Increase of cleaning charges without approval from the competent authority	Detailed report sent to ICCR for ex post facto sanction	Reply from ICCR is still awaited	Periodic reminders sent
3	June 2018 POM 16	Non Utilization of slots under ICCR scholarship Schemes	Interim response given to audit		
4	June 2018 POM 18	Failure of the Consulate to send a local employee on compulsory one month leave resulted in avoidable expenditure of R\$. 31,050.64 or Rs. 6.15 lakhs on account of vacation remuneration	Interim response given to audit		
5	June 2018 POM 19	Failure of the Consulate to send a local employee on compulsory one month leave resulted in avoidable expenditure of R\$. 20,584.76 or Rs. 4.26 lakhs on account of vacation remuneration	Interim response given to audit		
6	June 2018 POM 24	Non collection of receipts in India Cultural Centre	--		
7	June 2018 POM 25	Observation on Accession Register of Indian Cultural Centre	Interim response given to audit		Library accessioning work has started. A computerized database is being created based on the FORM GFR 18 rules.

8	June 2018 POM 27	Non adherence of guidelines by ICC for ue of budgetary allocation under the head of Activities	Interim response given to audit		
9	June 2018 POM 28	Hiring of legal security guard without obtaining approval of the Ministry	Interim response given to audit		

Plan of Activities:

7) Performing/Visual Art events by artistes/groups from India

S.No.	Name of artiste/group	date	Venue	No. of audience	Details of local support	Expenditure incurred	Remarks/ Details of Honorarium
01							

8) Performing/Visual Art events by local artistes/groups, lectures, movie screenings, workshops, etc.

S.No.	Event	Date	Venue	No. of audience	Details of local support	Expenditure incurred	Remarks
01	Lecture: INTRODUCTION TO BHAGAVAD GITA'S MILLENARY WISDOM By Guilherme Romano	04.09	SVCC- SP	60	Venue, equipment, publicity		
02	Lecture: Pre and Peri-Natal Education By Shivakumar Belavadi	08.09	Unibes Cultural	15	Speaker, publicity		
03	Seminar: PREGNANCY, CHILDHOOD AND FIRST LEARNING By Shivakumar Belavadi	13.09	SVCC- SP	30	Venue, equipment, publicity		

04	Artistic installation: GANESH: DIVINE AND VIRTUAL By Veruska Girio	13.09	SVCC- SP	60	Venue, equipment, publicity		
05	Artistic installation: GANESH: DIVINE AND VIRTUAL By Veruska Girio	13.09	SVCC- SP	70	Venue, equipment, publicity		
06	Yoga Session at Casa das Rosas during the opening of the week of celebrations of the International Day of Peace. By Sanjay Kumar (TIC)	16.09	Casa das Rosas (museum and cultural centre) São Paulo	20	Instructor and translator		
07	Lecture/Workshop: AISVARA YOGA By Andrea Elias – Tathata Vrindham Brasil	20.09	SVCC- SP	25	Venue, equipment, publicity		
08	Screening of documentary: 'A MINDFUL CHOICE' By Ishayas	21.09	SVCC- SP	100	Venue, equipment, publicity		
09	Yoga Session at Museu da Imigração part of the week of celebrations of the International Day of Peace. By Sanjay Kumar (TIC)	22.09	Museu da Imigração (museum and cultural centre) São Paulo	60	Instructor and translator		
10	Lecture: ENTHUSIASM: OXYGEN OF LIFE By Brahma Kumaris	28.09	SVCC- SP	25	Venue, equipment, publicity		

9) Classes by Teachers (India-based and local)

S. No.	Name/Discipline of Teacher	No. of classes at ICC (per month)	No. of students in the current month	No. of students in the previous month (approx.)	Remarks/ Reason for increase/ decrease
01	Odissi	08	21	20	
02	Bharatanatyam	08	17	17	
03	Kathak	08	07	06	
04	Yoga	30	151	152	
05	Hindi	04	15	15	
06	Meditation	04	16	17	
07	Sanskrit	04	21	33	

10) Other activities by Teachers (India-based and local)

S.No.	Name/ Discipline of Teacher	No. of performances	No. of performances by students	No. of workshops/ lecture-demo	Fee charged	Total resource generated
01						

11) Outreach activities

S.No.	Nature of Activity (class/performance/workshop/exhibition/lecture etc.)	Venue/ city	No. of guests/ Participants/ students	Organizer/ Partner of the event	Remarks/ level of support extended/ received
01	Lecture: Pre and Peri-Natal Education By Shivakumar Belavadi	Unibes	15	Unibes Cultural	Full Support
02	Yoga class in commemoration to International Day of Peace celebrations at the Casa das Rosas By Sanjay Kumar (TIC)	Casa das Rosas – São Paulo	20	State Government of São Paulo	Full support
03	Yoga class in commemoration to International Day of Peace celebrations at Museu da Imigração By Sanjay Kumar (TIC)	Museu da Imigração – São Paulo	60	Museum of Immigration and State Government of São Paulo	Full support

12) Academic Interaction

S.No.	Nature of Activity (seminar/Conference/ lecture/interaction etc.)	Venue/city	No. of guests/ Participants/ students	Partner institution/ university	Remarks/level of support extended/ received
01					

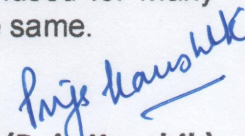
13) Presence in the social media

S.No.	Type of social Media (Website, Facebook, Twitter, Instagram, YouTube, local social media network)	No. of posts	No. of likes/ visitors	No. of comments	Remarks
01	Facebook	14	780	35	-

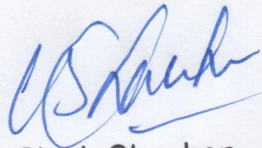
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14) General Remarks/Suggestions/New Initiatives

There is a great demand for Yoga and meditation in Brazil and we are trying to utilize the services of TIC. There is also an increased demand for music (instrumental and vocal) at the centre. We are repeatedly getting requests from many people to start with the musical instruments classes. We also have some musical instruments lying unused for many years now. A separate proposal for the same will be sent to ICCR for the same.


(Puja Kaushik)
Director, ICC

Seen and approved by HoP


Vijay Singh Chauhan
Consul Geral
Consulado Geral da India, São Paulo

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AZAD BHAVAN, 1 P ESTATE, NEW DELHI – 110 002

Indian Cultural Centre, São Paulo
Monthly Report by the IB Teacher for the month of September 2018

PART A
(to be filled-in by the Teacher)

- 1) Name of the Teacher & Discipline Mr. Sanjay Kumar – Yoga / Indian Culture
- 2) Tenure/Contract Period Two (2) years
- 3) Name & Designation of Reporting Officer Puja Kaushik (Director)
- 4) Classes at ICC/Mission

No. of classes at ICC	No. of teaching hours	No. of batches	Age group of students	No. of students	No. of students in the preceding month	Reason for increase/decrease in the current month
30	30	Yoga: 09	Adults from 20 to 70 y. o.	Approx. 150	Approx. 150	-
4	4	Hindi: 01		Approx. 15	Approx. 15	
4	4	Meditation: 01		Approx. 15	Approx. 15	

5) Classes at other venues

Venue	No. of classes & duration per month	No. of students	Age group of students	No. of students in the preceding month	Reason for increase/decrease in the current month
CDP II Provisory Prison Unity of São Paulo	Fortnight classes scheduled as per availability of the unity	20	adults	20	-

Hindi Classes at University of São Paulo	Weekly classes on Tuesdays	10	adults	05	Classes have been suspended temporarily in October
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6) Achievements by students

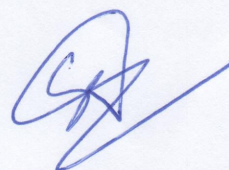
S.No.	Name of the student	Achievement	Remarks
01			
02			

- 1 -

7) Other Activities by Teacher

S.No	Activity (workshop/ lecture/TV interview/Performance/official duty etc.	Venue/ City	Number of participants/ guests/ audience	Chief Guest	Remarks/Outcome
01	Yoga class in commemoration to International Day of Peace celebrations at the Casa das Rosas	Casa das Rosas – São Paulo	20		
02	Yoga class in commemoration to International Day of Peace celebrations at Museu da Imigração	Museu da Imigração – São Paulo	60		

8) Any other information/Suggestion



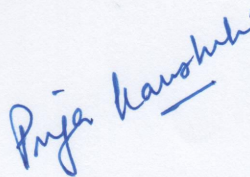
(Sanjay Kumar - TIC)

PART B

(to be filled-in by the Reporting Officer of the level of Second Secretary or above)

- 1) General Remarks about the performance of the Teacher – Mr. Sanjay is a hard-working sincere person with a pleasing personality. His students are benefitting from his Yoga classes and have great regard for him.
- 2) Any short-coming in the conduct and performance of the Teacher – Language has been a barrier, but he has overcome this with the help of translators, who is generally one of his students. He is also learning the local language.
- 3) Special achievement during the month -
- 4) Recommendations/suggestions to enhance the utility of the Teacher – We are considering involving the TIC for some administrative work in his free time. With this he can be more involved with the working of the centre.

Certified that the information provided by the Teacher in his/her Monthly Report for the month of September is correct entirely.



(Signature/Name/Designation)
Puja Kaushik
Director, SVCC, Sao Paulo