

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

**Swami Vivekananda Cultural Centre, São Paulo**  
**Monthly Report for the month of November 2018**

**1) India-based Staff**

S. No.	Name	Designation	Date of appointment	Duties/Remarks
1	Puja Kaushik	Director	3 <sup>rd</sup> 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	13,973,529	708,979

**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 of 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	SCREENING: HARE KRISHNA, the mantra, the movement, and the Swami that started it.  Movie screening and discussion by Virada Zen	08.11	SVCC- SP	30	Venue, equipment, publicity		
02	MEDITATION EXPERIENCE  by Brahma Kumaris São Paulo	09.11	SVCC- SP	20	Venue, equipment, publicity		
03	MEDITATION COURSE three afternoon classes on 09/16/30.11  by Shri Vivek Yoga Brasil	09.11 16.11 30.11	SVCC- SP	60	Venue, equipment, publicity		
04	II ELAA - Encontro Latino Americano de Ayurveda (Latin American Ayurveda Symposium)	11.11	Expo- Center Norte	100	Staff, publicity		
05	LECTURE: Ayurveda & Panchakarma  by Dr. T. S. Krishnakumar	14.11	SVCC- SP	50	Venue, equipment, publicity		

06	SATSANG WITH ATMA NAMBI SWAMI  by Atma Nambi	19.11	SVCC- SP	60	Venue, equipment, publicity		
07	LECTURE: Yoga Coach  by Shri Vivek Yoga Brasil	21.11	SVCC- SP	60	Venue, equipment, publicity		
08	AISVARA YOGA  by Andrea Elias (Tathata Vrindham Brazil)	22.11	SVCC- SP	30	Venue, equipment, publicity		
09	550° BIRTH ANNIVERSARY OF GURU NANAK (Universal Brotherhood Day)  by SVCC-SP and community	24.11	SVCC- SP	100	Venue, equipment, publicity	R\$ 50 flower arrangements	
10	MINDFULNESS WORKSHOP  by Shirlene Lopes	27.11	SVCC- SP	20	Venue, equipment, publicity		
11	BUDDHA'S TEACHING FOR HARSH TIMES  by Vajragupta (Richard Staunton, England)	29.11	SVCC- SP	30	Artists, staff, publicity		
12	COOKING CLASS: Dar Tarka  by Vini Kalra	30.11	SVCC- SP	45	Venue, equipment	R\$ 250 (honorarium of instructor inclusive of materials)	
13	VIPASSANA SESSION  by Newton Zimmermann for Ecos da Paz	30.11	SVCC- SP	30	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
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01	Odissi	10	15	19	
02	Bharatanatyam	10	16	16	
03	Kathak	10	06	06	
04	Yoga	30	103	132	
05	Hindi	04	13	13	
06	Meditation	04	17	14	
07	Sanskrit	04	13	16	

**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						
02						

**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					

**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	Lecture on Therapeutic role of Naturopathy and Yoga on diabetes and constipation by TCI at the II ELAA - Encontro Latino Americano de Ayurveda (Latin American Ayurveda Symposium) on 11.11	Expo-Center Norte	100	ELAA/Margaret Mota (organizer)	Well reviewed by audience
02	Meditation session by TIC at the International Forum of Health Promotion 12.11	Centro de Convenções Rebouças	100	State Government (organizer)	Well reviewed by audience
03	Opening ceremony of Climate Change Conference by with the presence of CG and ICC-Dir. Cultural performance of Odissi by a Rasananda troupe dancer and	E. E. João Amos Comenius (State School)	100	Indian International Model United Nations (IIMUN)	Well reviewed by audience

meditation session by TIC. on 30 November				
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**13) Presence in the social media**

S.No.	Type of social Media	No. of posts	No. of likes	No. of comments	Remarks
01	Facebook	17	969	39	-
02	Instagram	04	16likes		

**14) General Remarks/Suggestions/New Initiatives**

From January 2019, we are planning to start lectures on various aspects of Indian art as a monthly event. Also, planning to organise a few workshops on Indian art, craft and textiles, like block printing, bandhani, warli art.

*Puja Kaushik*  
03/12/2018  
**(Puja Kaushik)**  
Director, ICC

Seen and approved by HoP

*[Signature]*  
31/2/18

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

**Swami Vivekananda Cultural Centre, São Paulo  
Monthly Report by the IB Teacher for the month of November 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	-
04	04	Hindi: 01		Approx. 15	Approx. 15	
04	04	Meditation: 01		Approx. 15	Approx. 15	
02	02	Yoga Training (SAP): 01		Approx. 25/30	Approx. 25/30	

**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	-

**6) Achievements by students**

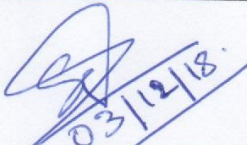


S.No.	Name of the student	Achievement	Remarks
01			
02			

**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 training to SAP Agents 06.11 and 27.11	SVCC-SP	25/30	-	Fortnight training to Security Agents of Prisons of State of São Paulo
02	Lecture on Therapeutic role of Naturopathy and Yoga on diabetes and constipation by TCI at the II ELAA - Encontro Latino Americano de Ayurveda (Latin American Ayurveda Symposium) on 11.11	Expo-Center Norte	100	ELAA/Margar et Mota (organizer)	Well reviewed by audience
03	Meditation session by TIC at the International Forum of Health Promotion 12.11	Centro de Convenções Rebouças	100	State Government (organizer)	Well reviewed by audience
04	Meditation session and lecture at the opening ceremony of Climate Change Conference on 30 November	E. E. João Amos Comenius (State School)	100	Indian International Model United Nations (IIMUN)	Well reviewed by audience

**8) Any other information/Suggestion**

  
03/12/18  
(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 continues to motivate and inspire students to make Yoga a part of their daily lives.

2. **Any short-coming in the conduct and performance of the Teacher**

3. **Special achievement during the month -**

Mr. Sanjay presented a paper at the 2<sup>nd</sup> Latin American conference on Ayurveda.

4. **Recommendations/suggestions to enhance the utility of the Teacher**

Looking at the success and the feedback of the students for Yoga classes we are considering to continue the previous batch of students for 2019 for an advanced course in Yoga. So starting 2019 we will be having a beginners and an advanced batch of Yoga students.

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

*Puja Kaushik*  
*03.12.2018*

Puja Kaushik  
Director, SVCC, Sao Paulo