

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

Swami Vivekananda Cultural Centre, São Paulo
Monthly Report for the month of April 2019

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
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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	cleaner	20.11.2013	R\$ 3,326.07

	Paulista (outsourced cleaning agency) staff: Maria Isabel Jesus Reis			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 TERMINATED IN: 31.03.19	

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	33,500,000	-	Not applicable	-	5,446,306

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	Interim response given to audit		

		vacation remuneration			
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 use 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	Sarita Mishra	16/4	Unibes Cultural	250	Venue Sound arrangement, publicity		

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
1	Aisvara Yoga Session by Tathata Vrindham Brazil	02/04	SVCC-SP	25			
2	Brahma Kumaris lecture and Raja Yoga session	05/04	SVCC-SP	25			
3	ICCR Foundation Day by ICC SP and Mission	09/04	SVCC-SP	115		R\$ 1460	R\$ 335 food R\$ 200 a/v op R\$ 800 artists R\$ 125 decor
4	Bhangra Workshop with Dayna Disha	15/04	SVCC-SP	30			
5	Odissi Lecture-Demonstration: by Sarita Mishra	17/04	SVCC-SP	20			
6	Bollywood Session: Bahubali	18/04	SVCC-SP	25			
7	Screening: Ayurveda – A cura possível by Margarete Mota	22/04	SVCC-SP	80			
8	Workshop: Indian traditional block printing by Susana Uribari	24/04	SVCC-SP	20			
9	Vipassana session (Ecos da Paz) by Newton Zimerman	26/0	SVCC-SP	20			
10	Mindfulness meditation by Centro Paulista de Mindfulness	26/04	SVCC-SP	20			
11	Cooking class: Aloo Bonda + Coriander chutney by Mrs. Priya Sharma	29/04	SVCC-SP	40		R\$ 250	Costs of ingredients

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	Yoga I (new)	18 approx	86	88	
02	Yoga II (new)	16 approx	92	92	
03	Hindi	04 approx	15	15	
04	Meditation	04 approx	09	10	
05	Sanskrit	04 approx	11	09	

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	Hindi	Once a week	30	1	-	
02	Yoga Teacher	Fortnightly classes for prison functionaries	20		-	
03	Yoga Teacher	Regular classes at the male prison	25/30		-	

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
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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	Class on Indian holidays to CCA Santa Mônica students. The CCA's are a centers of the Prefeitura for children in vulnerable social situation. The students received at the Centre are now studying	SVCC - SP	25	CCA Santa Mônica	

	Indian culture, festivals and mostly the meaning of Holi festival.				
02					

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	17	1384	88	-

14) General Remarks/Suggestions/New Initiatives

'Reading India club' will be initiated this month. To begin with we are starting with short stories from the book "Uma árvore em flor e outros contos da tradição oral indiana" by A. K. Ramanujan and translated by Léa Nachbin. This will be a monthly activity at the centre.

In the absence of the dance teachers the activities of the Cultural centre are affected. It is requested to send a dance teacher at the earliest.

Seen and approved by HoP

[Signature]
4.5.2019.

Puja Kaushik
7.5.2019
(Puja Kaushik)
Director, ICC

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Swami Vivekananda Cultural Centre, São Paulo
Monthly Report by the IB Teacher for the month of April 2019

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

- 1) **Name of the Teacher & Discipline:** Mr Sanjay Kumar -Yoga/Hindi/Sanskrit
- 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
18	18	Yoga I: 03	Adults from 20 to 70 y. o.	Approx. 88	new	-
16	16	Yoga II: 04		Approx. 96	new	-
02	02	Yoga Training (SAP): 01		Approx. 25	Approx. 25	-
04	04	Hindi: 01		Approx. 10	Approx. 10	-
04	04	Sanskrit: 01		Approx. 10	Approx. 10	-
04	04	Meditation: 01		Approx. 10	Approx. 10	-

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
ICC (Hindi classes in coordination with University of Sao Paulo)	1 class per week	30	20-35	-	-
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	Bruno Brigatto	Performed on ICCR Foundation Day	
02	Claudio Azevedo Candido	Performed on ICCR Foundation Day	
03	Cleber Masine	Performed on ICCR Foundation Day	
04	Edson Costa	Performed on ICCR Foundation Day	
05	Edson Maciel	Performed on ICCR Foundation Day	
06	Fabiana Servilha	Performed on ICCR Foundation Day	
07	Fatima Vasco	Performed on ICCR Foundation Day	
08	Fernanda Costa	Performed on ICCR Foundation Day	
09	Caio Reis	Performed on ICCR Foundation Day	
10	Camila Machado	Performed on ICCR Foundation Day	
11	Carla Santos	Performed on ICCR Foundation Day	
12	Jessica Aguiar	Performed on ICCR Foundation Day	
13	Juliana Laterza	Performed on ICCR Foundation Day	
14	Larissa Santos	Performed on ICCR Foundation Day	
15	Larissa Spada	Performed on ICCR Foundation Day	
16	Luiz Alberto	Performed on ICCR Foundation Day	
17	Luiza Braga	Performed on ICCR Foundation Day	
18	Marcia Oliveira	Performed on ICCR Foundation Day	
19	Maitê Coelho	Performed on ICCR Foundation Day	
20	Mercelo Peri	Performed on ICCR Foundation Day	
21	Raquel Guedes Costa	Performed on ICCR Foundation Day	
22	Ricardo Cruz	Performed on ICCR Foundation Day	
23	Simone Siman	Performed on ICCR Foundation Day	
24	Yasmin Branco	Performed on ICCR Foundation Day	

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	Training to SAP	SVCC-SP	25/30		Forthnight training to Security Agents of Prisons of State of São Paulo
02	Coordination of demonstrations by students during the ICCR Foundation Day on 09 th April	SVCC-SP	115		

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: A dedicated Yoga teacher he needs to be equally involved in the promotion of other facets Indian Culture.
- 2) Any short-coming in the conduct and performance of the Teacher:
- 3) Special achievement during the month:
- 4) Recommendations/suggestions to enhance the utility of the Teacher: The teacher is being encouraged to take more outreach session like in the government offices and Corporates. Arrangements are being made in consultation with the Consulate.

Certified that the information provided by the Teacher in his/her Monthly Report for the month of April 2019 is correct entirely.

Puja Kaushik
7.5.2019

Puja Kaushik
Director, SVCC, Sao Paulo