

**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 July 2018**

**1) India-based Staff**

| S. No. | Name | Designation | Date of appointment | Duties/Remarks |
|--------|------|-------------|---------------------|----------------|
| -      | -    | -           | -                   | -              |

**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 student's. |
| 02     | Silvana Pereira   | Odissi         | 17.10.2011                    | 02 dance classes per week, coordination of performances by student's. |
| 03     | Iara Ananda       | Bharata Natyam | 17.10.2011                    | 02 dance classes per week, coordination of performances by student's. |

**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<br>(outsourced cleaning agency)<br><br>staff: Maria Isabel Jesus Reis | cleaner                     | 20.11.2013      | R\$ 3,326.07<br><br>Covers cleaning service, cleaning materials and substitute staff |
| 02     | M/S GR<br>(outsourced security agency)<br><br>staff: Bruno Vicente da Matta                 | Security guard/receptionist | 18.05.2016      | R\$ 4,067.93<br><br>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   | 65,78,902  |                       |

**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                 |
|-------|--------------------|---|---|----------------------------------|-------------------------|
| -     | 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  |
| -     | 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 |
|       | June 2018 POM 16   | Non Utilization of slots under ICCR scholarship Schemes                         | Interim response given to audit                         |                                  |                         |

|  |                     |   |                                 |  |  |
|--|---------------------|---|---------------------------------|--|--|
|  | June 2018<br>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 |  |  |
|  | June 2018<br>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 |  |  |
|  | June 2018<br>POM 24 | Non collection of receipts in India Cultural Centre   | ---                             |  |  |
|  | June 2018<br>POM 25 | Observation on Accession Register of Indian Cultural Centre   | Interim response given to audit |  |  |
|  | June 2018<br>POM 27 | Non adherence of guidelines by ICC for use of budgetary allocation under the head of Activities   | Interim response given to audit |  |  |
|  | June 2018<br>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    | VEDIC MEDITATION<br><br>Aisvara Yoga session by Andrea Elias from Tathata Vrindham Brasil                  | 10.07 | SVCC-SP | 25              | Venue, equipment, publicity |                      |         |
| 02    | THE ART OF FORGIVENESS<br><br>by Brahma Kumaris São Paulo  | 16.07 | SVCC-SP | 25              | Venue, equipment, publicity |                      |         |
| 03    | MINDFULNESS<br><br>by Shirlene Lopes for Ecos da Paz program   | 20.07 | SVCC-SP | 30              | Venue, equipment, publicity |                      |         |
| 04    | INDIA, NEPAL & BHUTAN, HARMONIES AND CONTRASTS<br><br>Tourism to India promotion<br><br>by Susana Uribarri | 24.07 | SVCC-SP | 20              | Venue, equipment, publicity |                      |         |
| 05    | COOKING CLASS:<br><br>Halwa<br>Aloo paratha<br>Chana Masala<br><br>Bani Kukreja                            | 26.07 | SVCC-SP | 35              | Venue, equipment, publicity | R\$ 250              |         |

|    |  |       |         |     |                                   |  |  |
|----|--|-------|---------|-----|-----------------------------------|--|--|
| 06 | ODISSI<br>RECITAL<br><br>by international<br>Odissi star Ms.<br>Sarita Mishra<br>(India) and pupil<br>Rita Andrade<br>(Brasil) | 27.07 | SVCC-SP | 110 | Venue,<br>equipment,<br>publicity |  |  |
|----|--|-------|---------|-----|-----------------------------------|--|--|

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

| S. No. | Name/Discipline of Teacher | No. of classes at ICC | No. of students in the current month | No. of students in the previous month (approx.) | Remarks/ Reason for increase/ decrease |
|--------|----------------------------|-----------------------|--------------------------------------|---|--|
| 01     | Odissi                     | 08                    | 29                                   | 28  | Holiday season                         |
| 02     | Bharatanatyam              | 08                    | 26                                   | 19  | Holiday season                         |
| 03     | Kathak                     | 08                    | 10                                   | 06  | Holiday season                         |
| 04     | Yoga                       | 30                    | 264                                  | 148   | Holiday season and absence of teacher  |
| 05     | Hindi                      | 04                    | 28                                   | 13  | -                                      |
| 06     | Meditation                 | 04                    | 42                                   | 20  | Holiday season                         |

**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    | Yoga Teacher                | Regular classes at the State Male prison for agents |                                 |                                |             |                          |
| 02    |                             |   |                                 |                                |             |                          |
| 03    |                             |   |                                 |                                |             |                          |
| 04    |                             |   |                                 |                                |             |                          |

**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 |
|-------|---|-------------|---------------------------------------|---------------------------------|---|
|       |   |             |                                       |                                 |   |

**12) Academic Interaction**

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

**13) Presence in the social media**

| S.No. | Type of social<br>Media (Website,<br>Facebook,<br>Twitter,<br>Instagram,<br>YouTube, local<br>social media<br>network) | No. of posts | No. of likes/<br>visitors | No. of<br>comments | Remarks |
|-------|--|--------------|---------------------------|--------------------|---------|
| 01    | Facebook   | 14           | 605                       | 22                 |         |

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

*In the absence of Director, the day to day affairs was managed by Consul (Cul). Initiative taken to organise regular weekly Sanskrit classes at the ICC. Took initiative to commence regular lecture series on Vedas from August 2018. Efforts made to get the participation of TIC at the International Preventive Health Forum being organised by the State of Sao Paulo in November 2018 as well as possible participation in the Peace Week followed by the State of Sao Paulo in September 2018. Efforts are being made to get a senior official from the AYUSH Ministry to visit Sao Paulo in November 2018 and take the opportunity for the officials participation in the Preventive Health Forum. The visit is being organised through the support of the Future Vision Institute, an NGO actively engaged in the promotion of Ayurveda and Mind Body Healing with the support of the University of Sao Paulo Medical School and intend to sign a tripartite agreement. Efforts are also being made to organise Ayurveda lecture by two visiting doctors from Pune at the SVCC in early September. Support also extended to the Indian Association to organise Independence Day event in August and Onam Festival at the SVCC in September 2018, among others.*

  
R. Venugopal  
Consul (Cul)

Seen and approved by  HoM/HoP

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

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

**Indian Cultural Centre, São Paulo**  
**Monthly Report by the IB Teacher for the month of July 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** R. Venugopal (Consul Cul.)
- 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                    | 09 yoga batches | Adults from 20 to 70 y. o. | Approx. 300 (36 per batch) | Approx. 300 (36 per batch)             | Teacher was absent from 24 June to 09 July (travel to India) |
| 2                     | 2                     | 1 Hindi         |                            | Approx. 30                 | Approx. 30                             |  |
| 2                     | 2                     | 1 Meditation    |                            | Approx. 30                 | Approx. 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<br>Provisory<br>Prison<br>Unity of<br>São Paulo | Fortnight<br>classes<br>scheduled<br>as per<br>availability<br>of the unity | 20 | adults | 20 | - |
| Hindi<br>Classes at<br>University<br>of São<br>Paulo   | Weekly<br>classes on<br>Tuesdays  | 20 | adults | 20 | - |

**6) Achievements by students**

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

- 1 -

**7) Other Activities by Teacher**

| S.No | Activity (workshop/<br>lecture/TV<br>interview/Performance/offi<br>cial duty etc. | Venu<br>e/ City | Number of<br>participants/<br>guests/audien<br>ce | Chief<br>Gues<br>t | Remarks/Outco<br>me |
|------|---|-----------------|---|--------------------|---------------------|
| 01   |   |                 |   |                    |                     |

**8) Any other information/Suggestion**

  
 \_\_\_\_\_  
 (Signature)



**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

***The TCI has been responsible and effective in discharging his responsibilities.***

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

***None noticed so far.***

3) Special achievement during the month

***None***

4) Recommendations/suggestions to enhance the utility of the Teacher

***Post is making every effort to utilise the full potential of the TCI in promoting yoga, vedas and sanskrit.***

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



(Signature/Name/Designation)

R. Venugopal

Consul (CU)