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Titel

UMN - United Mission to Nepal, Sitzungsprotokolle und Jahresberichte

Band

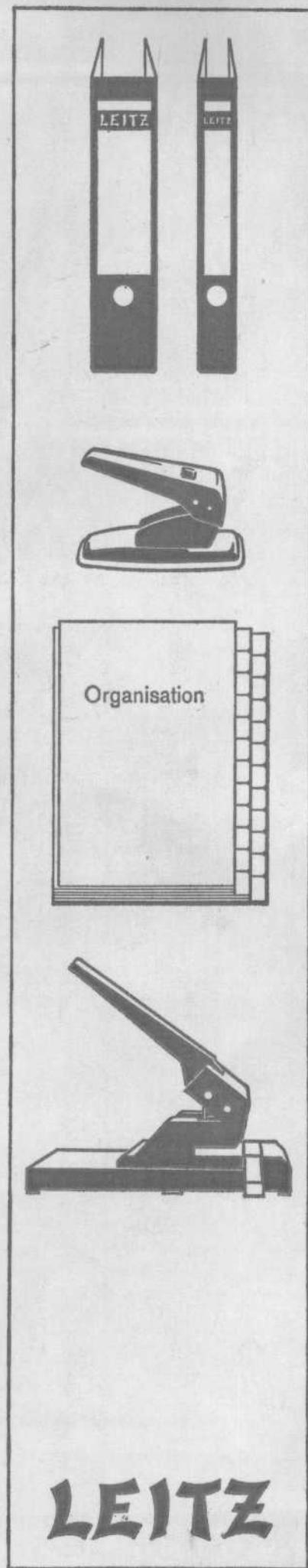
Laufzeit 1969 - 1973

Enthält

Jahresberichte zur Missionsarbeit der UMN 1970-1972; Protokolle verschiedener Gremien der UMN, u. a. Executive Committee, Board of Directors, Board of Secretaries, Scholarship Committee, Finance Committee, Administrative Committee; Headquarters Report 1

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- 1 Sitzungsprotokolle
- 2 Jahresberichte



ABC-Regeln für die Registratur

Die LEITZ-ABC-Regeln sind eine Kurzfassung für die Schriftgutaufbewahrung aus der umfangreichen Norm DIN 5007 (Regeln für die alphabetische Ordnung). Abweichend behandelt werden „Zusätze“ und „Zusammengesetzte Namen“, weil für die Registratur eine einfachere Lösung ratsam ist.

Allgemeines (Buchstabenfolge)

Für die Buchstabenfolge ist das ABC maßgebend.

Umlaute: ä, ö, ü gelten als ae, oe, ue; i und j sind zwei verschiedene Buchstaben.

Akzente aus fremden Sprachen bleiben unberücksichtigt: à, ê, ç = a, e, c.

Lautverbindungen wie ch, ck, sch und st gelten als zwei bzw. drei Buchstaben (ß = ss).

Ausnahme: Sch und St am Wortanfang werden – im Gegensatz zu Adreßbüchern – in der Registratur als selbständige Buchstaben in der Reihenfolge S, Sch, St behandelt.

Vorsatzwörter, Titel, Adelsbezeichnung werden nicht berücksichtigt, z. B.

Alle Vorsatzwörter wie „der, die, das, von, zur, zum, de“ usw.:

Der Oberbürgermeister = Oberbürgermeister

Die Wörtchen „und (&), für“ usw.: Bauer & Mann = Bauer Mann ⑩

Die Adels- und Berufstitel wie „Freiherr, Professor, Dr.“:

Dr. Otto Freiherr von Bauer = Bauer, Otto ⑫

Angehängte Buchstaben und Silben: Bauer'sche Gießerei = Bauer Gießerei ⑬

Abkürzungen

Feststehende und gebräuchliche Abkürzungen können wie ein Wort behandelt werden:

AEG = Aeg BBC = Bbc ⑭ G. m. b. H. = GmbH ⑮

Ordnungsfolge nach Namen

1. Ordnungswert hat das erste Wort des Familien-, Firmen- oder Sachnamens.

Familiennamen ohne Vornamen stehen vor solchen mit Vornamen oder Zusätzen ①,

2. Ordnungswert besitzen alle Vornamen, Zweitnamen und Zusätze ② ③ ④,

abgekürzte Vornamen vor den gleichartigen, ausgeschriebenen Vornamen: ②,

Gebrüder, Geschwister vor Familiennamen werden wie Vornamen behandelt ⑦.

Zweite und weitere Vornamen oder Zusätze bestimmen die Ordnungsfolge, wenn die ersten gleich sind ⑥ ⑬.

3. Ordnungswert erhält der Ort, wenn alle Vornamen und Zusätze gleich sind ⑤ ⑩
(Reihenfolge nach dem Ortsverzeichnis der Bundespost).

4. Ordnungswert haben Straße und notfalls Hausnummer.

Ordnungsfolge nach Orten

1. Ordnungswert hat der Ort (nach Ortsverzeichnis der Bundespost)

Innerhalb der Orte wird alphabetisch nach Namen geordnet. Die obigen Ordnungswerte erhalten also jeweils den nächsten Rang.

Einzelne Namensbestandteile der Ortsnamen gelten zusammen als ein Wort:

BadElster GroßGerau NeuUlm SanktGeorgen (St. = Sankt) WeilerStadt

Wortfolge

Jedes Wort gilt für sich allein.

Längere Namen folgen den Namen mit gleicher Buchstabenzahl ⑭.

Zusätze werden den Vornamen gleichgestellt, z. B. & Co, GmbH, & Mann, -Modelle, & Söhne. ④ ⑬ ⑩

Zusammengesetzte Familiennamen werden als einzelne Worte wie Vornamen eingeordnet, z. B. Bauer-Mann nach Bauer, Manfred, oder Bauer von Burgfeld nach Bauer, Bertram.

Untrennbare Eigennamen werden ohne Rücksicht auf Vornamen in der bestehenden Wortfolge geordnet: Bauer-Mann-Stiftung ⑪, Manfred-Bauer-Stiftung ⑯.

Aus Sach-, Personen- oder Ortsnamen zusammengesetzte Namen werden in der bestehenden Wortfolge eingereiht. Sind die ersten Wörter gleich, wird nach den zweiten bzw. dritten Wörtern geordnet. Wenn es jedoch zweckmäßiger ist, nach Personennamen einzurichten, müssen Hinweise angebracht werden, z. B. „Maschinenfabrik Bauer & Co, siehe unter Bauer & Co“ ⑰.

Hinweiszettel

In allen Fällen, die eine andere Einordnung zulassen, sollte an der betreffenden Stelle ein Hinweiszettel eingelegt werden.

LEITZ
Ordne
und finde
mit Leitz

Reihenfolge im Beispiel

- ① Bauer
- ② Bauer, A.
Bauer, Alb.
Bauer, Albert
Bauer, Alf.
Bauer, Bertram
- ③ Bauer (von) Burgfeld
Bauer, Christian
- ④ Bauer & Co.
- ⑤ Bauer, Emil, Aalen
Bauer, Emil, Crailsheim
- ⑥ Bauer, Emil Adolf
Bauer, Emil Erben
Bauer, Emil jr.
Bauer Erben
- ⑦ Bauer, Gebrüder (wie Vorname)
Bauer, Gerhard
- ⑧ Bauer'sche Gießerei = Bauer Gießerei
- ⑨ Bauer G. m. b. H.
Bauer, Hans
Bauer, Manfred
- ⑩ Bauer & Mann, Frankfurt
Bauer-Mann, Stuttgart
- ⑪ Bauer-Mann-Stiftung
Bauer-Modelle
- ⑫ Bauer, Otto, Freiherr von, Dr.
Bauer, Paul & Mann, Kurt
- ⑬ Bauer, Peter Paul
Bauer, Peter Richard
Bauer, Peter Richard & Co.
Bauer, Peter Richard GmbH.
Bauer (von der) Tann
- ⑭ Bauer's Verlag = Bauer Verlag
- ⑮ Bauer, Zacharias
- ⑯ Bauermann
- ⑰ BBC
- ⑱ Manfred-Bauer-Stiftung
- ⑲ Maschinenfabrik Bauer & Co
(oder unter Bauer & Co mit
Hinweiszettel unter Maschinenfabrik
Bauer & Co)

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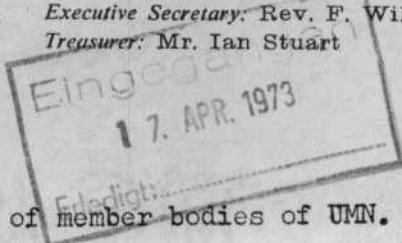
Sitzungsprotokolle

LEITZ
1656 Trennblatt
zum Selbstausschneiden
von Registertasten



THE UNITED MISSION TO NEPAL

President: Dr. K. Sanders
Executive Secretary: Rev. F. Wilcox
Treasurer: Mr. Ian Stuart



Telephone: 12179
14580
Telegrams: UMNEPAL
POST BOX NO. 126
1/29 THAPATHALI
KATHMANDU, NEPAL.

9th April, 1973.

To Board Secretaries of member bodies of UMN.

Dear Colleagues in the work of the United Mission to Nepal,

Just a few days ago we completed meetings of our Finance and Executive Committees, and the annual meeting of the United Mission Board of Directors. We were very happy once again to have a number of visitors and Board representatives from abroad, together with a good representation of Board members coming from India, Pakistan, and even one from Bangla Desh. May I at this time express, in behalf of all the members of the United Mission here in Nepal, our gratitude to you Secretaries of our member bodies who have been instrumental in making it possible for us to have such an excellent representation from our member bodies here for our Board of Directors. There were a number of representatives who came in from the offices of our member bodies, some who have been here before, and who were able to make an even greater contribution to discussion and consideration of important actions on policy than they have done before. We appreciate this sense of continuity in a number of representatives from member bodies who have been here now several years. We were happy to have both Bishop Pradhan and Mr. A.C.Dharmaraj from the Church of North India, representing the Darjeeling Diocese and the whole C.N.I., and they both made very effective and helpful contributions to the meetings of the Board.

Enclosed you will find the Minutes in rough draft of the Finance and Executive Committees, and of the actions of the Board. Three items I might just briefly mention, which drew the attention of the Board of Directors:

First, the future of our Institute of Technology and Industrial Development at Butwal came in for a good deal of discussion and recommendation from the Board of Directors. I hope you will notice what we have done, and recommendations which have been made. The need here in Nepal to enter into much closer cooperation and integration with plans and purposes of government is very real just at this time. And I would almost say we stand on the threshold of a new era in the United Mission to Nepal, especially in the matter of relationship with government. In just about a year and a half, our present General Agreement with His Majesty's Government will come to an end. This means we will begin right now to negotiate the terms and a mutual settlement for another agreement. May I say that the atmosphere is very favourable at present in official circles. There seems to be a very open door for the work of the Mission, plus invitations into new projects. For this reason we anticipate a favourable response to negotiations for the Agreement.

Another item which drew our attention was the matter of the education of missionaries' children, and here the Board went on record, as you will notice in the Minutes, asking the UMN administration to remind each of you that the education of missionaries' children is a responsibility which you as member

bodies assume for your missionaries here in Nepal. This has been policy in the United Mission since our origins some 19 years ago, and the Board of Directors seemed inclined to follow that policy in the years that lie ahead. Nevertheless, at the request of a number of our young missionary families, they did appoint a committee to look into and investigate the matter of the education of missionaries' children. We know that you bear this concern on your minds and your hearts, and just this brief reminder will again, I am sure, refresh it in all of our member bodies. We are not asking for anything new or extra to be added to this concern on your part. We are simply reflecting the attitude of your own representatives that you again review your policies and correspond with your missionaries, some of whom have been under pressure and have been deeply concerned about ways and means of educating their children here in Nepal.

A third item which drew considerable attention and concern is the future of the Shanta Bhawan Hospital project. Government have asked us now to enter into a new project in a new location, not too far away from the present hospital, but far enough to make it a much more suitable and promising location than where we are at present. Negotiations are under way with His Majesty's Government with an agreement to make it possible to live and work together as Mission and Government after a new hospital has been constructed. There will be further details when we know just exactly how to move and act in this new Lalitpur project.

After reading the Minutes, if you should have suggestions or questions, or corrections to the draft which you have just received, please send them right on to me and we will try to get them into the draft which we present to the printer. After we have heard from Board representatives and from you, our colleagues in member bodies, we will present the Minutes to the printer, and hope to have finished copies for you in a few months time.

Also enclosed you will find a copy of the abridged report which we have present to various department of His Majesty's Government for 1972; together with two papers referred to in the Board Minutes, one on work with government, and the other on the UMN and Salvation.

Thank you once again for your continuing support, concern and prayer for the United Mission to Nepal.

Sincerely,

pp Frank Wilcox
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Frank Wilcox
Executive Secretary

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Minutes of the
EXECUTIVE COMMITTEE MEETINGS
held in Kathmandu, 6-7 November, 1973

7.12.73

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The meeting of the Executive Committee was held in the Board Room at UMN Headquarters, Thapathali, Kathmandu, for two full days, 6th and 7th November, 1973.

Roll Call.

President:	Rev. G. Ruff	<div style="border: 1px solid black; padding: 5px; display: inline-block;"><i>Eingegangen</i> 29. NOV. 1973 <i>Erledigt:</i></div>
Vice-President:	Rev. A. Berg	
Other members:	Dr. C. L. Joshi Dr. C. Kupfernagel (absent) Mr. M. Roemmele Miss E. Cederholm Rt. Rev. D.D. Pradhan (absent) Mr. A. McCabe (absent)	
Ex-officio:	Mr. F. Wilcox, Executive Secretary and Acting Treasurer Dr. T. Strong, Health Services Secretary Miss M. McCombe, Education Secretary Miss F. Swenson, Area Superintendent, Gorkha Dr. B. Gould, Area Superintendent, Tansen	
Co-opted:	Mr. A. Voreland, Personnel Secretary Mr. I. Stuart Dr. N. Iwamura	
Observer:	Mr. R. Havens	

Devotions. Each morning session began with devotions, led on Thursday by Rev. G. Ruff, and on Wednesday by Mr. M. Roemmele.

Agenda and Schedule. The Agenda, as presented by the Executive Secretary, was adopted with a few minor additions. Sessions lasted on 6th November: 9-12 and 1.30-6.00 p.m.; and 7th November: 8.30-12 and 1.30-5.30 p.m.

EC(2)-1/73. Minutes of previous meeting. The Minutes of the Executive Committee meeting held on March 28-29, 1973, were accepted as circulated and confirmed as correct.

EC(2)-2/73. Correspondence votes. Three actions taken by correspondence vote since the time of the last meeting are recorded as follows:

- a) Mr. Helmut Scheuer, product development engineer, offered by the Committee for Service Overseas, Germany. It was RESOLVED to accept the services of Mr. Scheuer, with thanks to God and to his sending society.
- b) Mr. and Mrs. Ray Havens, accountant, offered by the Christian Church (Disciples). It was RESOLVED to accept the services of Mr. and Mrs. Havens, with thanks to God and to their sending Church.
- c) Miss Jennifer Sutton, nurse, offered by B.M.M.F. It was RESOLVED to accept the services of Miss Sutton, with thanks to God and to her sending Mission.

PLANS AND BUDGETS FOR 1974

The plans and budgets proposed by each of the projects of the United Mission for the year 1974 were studied, together with the relevant recommendations of the Administrative Conference (Appendix A to these Minutes), and of the Finance Committee (Appendix B to these Minutes).

EC(2)-3/73. UMN Headquarters. It was RESOLVED to accept the plans and budgets for the year 1974, with the following amendments:

- a) Recommendation of AC-3/73, a, re Language Supervisor's Post.
- b) Inclusion of a sum of Rs.18,000/- in salaries for a Nepali Liaison Officer, with a corresponding increase in the grant from the Treasurer; a job description and lines of responsibility to be drawn up by Headquarters administration.
- c) Acceptance of detailed plans for the guesthouse extension, and inclusion of Rs.26,760/- for this item in the capital budget.

d) Endorsement of the recommendation of AC-3/73, f) concerning the need for further spiritual ministry amongst UMN members, and the inclusion of an item of "Special Speakers' travel, Rs.4,000/-" in the recurring budget, with a corresponding increase in the grant from the Treasurer.

These plans and budgets appear as Appendix C to these Minutes.

EC(2)-4/73. Special Projects. It was RESOLVED to approve the plans and budgets for the Special Projects, noting the following:

- a) Building Department: Accepted as proposed. In each UMN project where the Building Department is asked to undertake work, the building program is the responsibility of a specially appointed Building Committee.
- b) Scholarship Program: Accepted as presented.
- c) Children's Hostel: Accepted as presented.
- d) Tibetan Refugee work: Accepted as presented, with the addition of a personnel list of "2 workers". It was noted that the details of these posts are not yet clarified for the year 1974.
- e) Communications Committee: Accepted as presented.

These plans and budgets appear as Appendix D to these Minutes.

EC(2)-5/73. Community Health Advisory Team. Note was taken of AC-5/73, and careful attention given to the Minutes of the meeting of the appointed committee and to the revised plans and budgets presented for 1974.

It was RESOLVED to accept the revised plans and budgets for 1974 for the Community Health Office (replacing the present CHAT), which appear as Appendix E to these Minutes. (See also EC(2)-75/73).

EC(2)-6/73. Tansen Area. It was RESOLVED to approve the plans and budgets for 1974, with the following notes and amendments:

823/1887

- a) Amendment of the personnel list as per AC-6/73, a) and b), and the addition of 1 General Practitioner for the hospital.
- b) Alteration of the name of the Model Village Project to "Village Training Centre", and the inclusion of this program under the ANM School, not under Community Health.
- c) Cancellation of the budget for the Butwal Outreach program, it being understood that Dr. Mogedal plans to offer her services to the government health services program.
- d) Approval of the additional request of Rs.600,000. for the hospital extension, but with endorsement of the instruction of EC(2)-3/73,d,iii).
- e) Approval of a figure of Rs.645,000. for the ANM Hostel/school in Pokhara.

These plans and budgets appear as Appendix F to these Minutes.

EC(2)-7/73. UMEDA, Butwal. The plans and budgets for 1974 for each of the projects within the UMEDA were noted, together with material presented for information only. It was RESOLVED to approve the following:

- a) Butwal Project - Plans, with personnel list, and recurring and capital budgets.
- b) Butwal Technical Institute - "Statement of Objectives and Working Rules", for recommendation to the Board of Directors; and capital budget for classroom building and workers' housing.
- c) Division of Consulting Services - Plans and UMN-financed recurring budget; with particular note of the change of the name of this Division to "Division of Development Services".

These plans and budgets appear as Appendix G to these Minutes.

EC(2)-8/73. Boys' Boarding School, Pokhara. It was RESOLVED to approve the plans and budgets for the year 1974, with the inclusion of the non-building capital and designated funds budget. These appear as Appendix H to these Minutes.

EC(2)-9/73. Gorkha Project. It was RESOLVED to approve the plans and budgets for 1974, with the following amendments:

- a) Deletion of the budgets for the schools in the event that HMG integrates these into the New Education Plan, as per AC-9/73, c).
- b) Inclusion of capital budget item as per FC(2)-3/73, g).

These plans and budgets appear as Appendix I to these Minutes.

It was also RESOLVED to approve the recommendations of AC-9/73, a), b),

d) and e), concerning the future of the hospital, community health program, the water supply and/or hydro-electric schemes.

EC(2)-10/73. Shanta Bhawan Hospital, Kathmandu. It was RESOLVED to approve the plans and budgets for 1974 as presented, with the following amendments:

- a) Deletion of a second pediatrician from the personnel list.
- b) Deletion of the grant from the UMN Treasurer for 1974, and an increase of the SBH General Fund item to Rs.175,000.
- c) Addition of a Mobile Hospital Unit, Rs.55,000., to the capital budget.

These plans and budgets appear as Appendix J to these Minutes.

It was also RESOLVED to approve the new, enlarged Community Health Program for Lalitpur District in principle, but to commit the UMN to the first two years only of this program, as per FC(2)-3/73, h), ii), noting that the finance for this program is to be sought from outside sources.

EC(2)-11/73. Girls' High School, Kathmandu. It was RESOLVED to approve the plans and budgets for 1974, with the following amendments and clarifications:

- a) That the general fund budget be deleted if HMG should integrate the school into the New Education Plan in the new school year.
- b) That the plans include the amendments of AC-11/73, b), and the paragraph on the new vocational block.
- c) That the capital item for library books be included, but that no new capital projects be approved.

These plans and budgets appear as Appendix K to these Minutes.

EC(2)-12/73. Bhaktapur Hospital. It was RESOLVED to approve the plans and budgets for 1974 as presented, which appear as Appendix L to these Minutes; also to endorse the recommendation of AC-12/73 concerning the future of the hospital.

EC(2)-13/73. Okhaldhunga Project. The recommendation of AC-13/73 was noted, and the revised plans and budgets for 1974 were studied. It was RESOLVED to approve these, with the deletion of the sum of Rs.1,500 for travel to Kathmandu. These plans and budgets appear as Appendix M to these Minutes.

EV(2)-14/73. Treasurer's Consolidated Budget. The revised consolidated budget for 1974 was considered, and it was RESOLVED to approve this, with any necessary changes in the receipts concerning grants for personnel accepted or resigning, and with the following amendments:

- a) Alterations in grants to projects as per the preceding results;
- b) Deletion of the item of Rs.50,000. receipts from Capital Service Charge, which charge is to be held in abeyance for the year 1974.

This budget appears as Appendix N to these Minutes.

OTHER BUSINESS MATTERS ARISING FROM FINANCE COMMITTEE

EC(2)-15/73. Provident Fund. It was RESOLVED that the Provident Fund contribution from the employee and from the United Mission be increased to 8% of basic salary as from 1st January 1974, but that no change be made in the percentage of refund made to employees resigning from the Provident Fund.

EC(2)-16/73. Annual leave for Board Appointees. It was RESOLVED that the leader of each project be instructed to keep a leave register, to be signed by each Board Appointee when leaving for and returning from vacation, and that this ruling be included in the Bye-law H, d.

It was further RESOLVED that as a matter of policy, information about the travel of Board Appointees outside the Indian sub-continent must be given to the Personnel Secretary by the Area Superintendent or Project Director concerned.

EC(2)-17/73. Medical Insurance Plan. A recommendation from the Business Managers Committee concerning a change in the contributions of members of the Medical Insurance Plan was considered, but no action taken. It was RESOLVED to request a committee, consisting of the Medical Directors of the four UMN Hospitals, with Dr.T.Strong as Convenor of the committee,

to study this matter further, and to bring a further report and recommendation to the Executive Committee in April 1974.

EC(2)-18/73. Drug Store. It was RESOLVED that no further funds be granted to the UMN Drug Store at the present time, but recognised that with the proposed expansion of the work of the Store, additional funds would be likely to be required later on. The person in charge of the UMN Drug Store should be responsible for purchasing all medicines ordered by projects, in addition to those items which are currently considered as stock, and should be responsible for dealing with the project orders and packing and labelling the orders ready for shipment. It is recommended that the actual location of the Drug Store be divorced from Shanta Bhawan Hospital.

EC(2)19/73. Padma Sadan Rent. It was RESOLVED that only the normal rent allowance for the Board Appointees living at Padma Sadan be granted by the Treasurer.

EC(2)-20/73. Bank Accounts. It was RESOLVED to authorise the following actions:

- a) UMN Pokhara Project Account, Nepal Bank, Pokhara: That Mr. Jostein Holm be replaced by Mrs. Janice Clark as a signatory of this account.
- b) UMN Building Department Account, Nepal Bank, Kathmandu: That Mr. Francis Sauer be authorised to operate this account in addition to the present signatories.
- c) Girls' High School Improvement Plan, Nepal Bank, Kathmandu: That Mr. Francis Sauer be authorised to operate this account in addition to the present signatories.
- d) Butwal Project Account: That a current account be opened in the Nepal Bank, Butwal, in the name of the United Mission Butwal Project, to be operated by the UMN Treasurer, the BTI Director and the BTI Assistant Director.

EC(2)-21/73. Housing Policy. It was RESOLVED to approve the draft housing policy as presented by the committee appointed in AC-22/73. This is found as Appendix O to these Minutes.

EC(2)-22/73. Grants for capital items. The recommendation of the Finance Committee concerning grants was noted and approved, with alteration in the designation of sources of such grants. The Executive Secretary reported that a large grant of over £22,000. has been received from the Church Missionary Society, U.K. Children's Lenten Project for 1973, and it was RESOLVED to express a sincere appreciation to the CMS young people for this grant.

It was RESOLVED that grants be made to the projects as follows:

i) Special grant from CMS, London	Rs.561,475.
To Luitel new primary school classrooms	129,000.
To Bhaktapur Landrover	64,000.
To Scholarship Fund	40,000.
To Tansen Building project	100,000.
To Tibetan Refugee work, Pokhara -	
Improvement of house	3,000.
Furniture	2,000.
Agricultural equipment	2,945.
Adding machine	3,000.
To Gorkha, Community Health -	
Nutrition project	13,260.
To Bhaktapur Hospital, building -	
Conversion of multi-purpose block	5,680.
To Shanta Bhawan Hospital -	
Mobile Hospital unit	55,000.
To Boys' School, Pokhara -	
Temporary School structures	11,895.
To Tansen for miscellaneous items:	
a) ANM School -	
Storage cupboards	5,000.
Supplies for drinking water	1,500.
Cupboard with cashbox section	1,500.
Furniture, Village Trng. project	420.
Equipment, do.	1,200.
Living accommodation, do.	1,000.

b) Community Health, West Palpa -	
Office furniture	3,000.
Moveable partitioning	2,000.
Honda motorcycle	1,750.
Nursing bags	1,000.
c) Area Administration -	
Equipping of guest unit	4,000.
Metal gate	500.
Wash place and water tank	2,700.
Septic tank	2,000.
d) Hospital -	
Hand slit torch	325.
Equipment extensive care unit	5,000.
Do. operating room	10,000.
Do. central supply	5,000.
Do. wards	10,000.
Fans for OPD and office	7,000.
Telephone system	4,200.
Immersion heaters	3,150.
Fire extinguisher, etc.	2,100.
Battery operated clocks	2,600.
Renovation bazar apartment	6,000.
Rewiring of hospital	7,350.
Parking area	7,000.
Improving water supply	4,000.
Remodelling office area	2,100.
Renovation nurses' hostels	5,000.
Staff changing room	2,100.
Workshop exentsion	8,000.
Drain	1,500.
Capital fund for wood	6,000.
Extra maintenance	2,700.
Water survey	3,000.

131,695.

561,475.

ii) From Undesignated Funds with UMN Treasurer:

To Butwal Project, for furniture	25,788.
To Bhaktapur, for balance of Improvement Plan - Relatives' ders area, dhobi court, conversion of multi-purpose block	85,160.

EC(2)-23/73. Finance Committee Minutes. Further to recommendations of the Finance Committee meeting of 5th November 1973 included in the above resolutions, it was RESOLVED to approve the remaining Minutes as follows:

- FC(2)-2/73 - Aviation grant and Income Tax;
- FC(2)-12/73 - Replacement of vehicles;
- FC(2)-14/73 - Policy of Employment;
- FC(2)-15/73 - Efficienty Savings policy: further report to be received.

PERSONNEL MATTERS

EC(2)-24/73. Board Appointees on furlough. It was RESOLVED that in future, as a matter of policy, when the return of Board Appointees from furlough is recommended, the phrase "if a suitable post is available for him on return from furlough" shall always be added. This decision is made in the light of the uncertain and changing circumstances in Nepal, and is intended to emphasise the fact that no definite guarantee can be given at the time of departure on furlough. It is recommended that all Board Appointees, when going on furlough, should so arrange their business and luggage that these may be easily dealt with by others in the event that they are unable to return to Nepal for any reason.

EC(2)-25/73. New Board Appointees who have arrived since the last Executive Committee Meeting (for information only):

Miss Caroline Evans
Mr. and Mrs. Ray Havens
Mr. Helmut Scheuer
Miss Jennifer Sutton
Mr. Andreas Vossberg
Mr. and Mrs. Robert Yoder
Mr. Sverre Skjelsbaek (direct appointee).

EC(2)-26/73. New Board Appointees expected to arrive (for information only):

Mr. and Mrs. Kari Punkkinen, January 1974.
Dr. and Mrs. Peter Lucas, January 1974.
Dr. and Mrs. Gerald Hankins, July 1974.

EC(2)-27/73. Miss Elfriede Bernhardt, nurse, Swiss Friends Mission, due for furlough December 1973. It was RESOLVED to thank Miss Bernhardt for her service with the UMN, and to welcome her return to Nepal after furlough, if there is a suitable post available for her at that time.

EC(2)-28/73. Miss Edna Clysdale, nurse/tutor, United Church of Canada, due for furlough December 1973. It was RESOLVED to thank Miss Clysdale for her service with the UMN, and to welcome her return from furlough, if there is a suitable post available for her at that time.

EC(2)-29/73. Mr. Victor Tow, chemical engineer, CMS of Australia, due for furlough February 1974. It was RESOLVED to thank Mr. Tow for his service with the United Mission to Nepal.

EC(2)-30/73. Mrs. Tomoko Tsukada, matron, International Christian University Church, Tokyo, due for furlough December 1973. It was RESOLVED to thank Mrs. Tsukada for her service with the United Mission to Nepal.

EC(2)-31/73. Mr. and Mrs. Geoffrey Reid, teacher, BMMF, Australia, due for furlough January 1974. It was RESOLVED to thank Mr. and Mrs. Reid for their service in the United Mission, and to welcome their return to Nepal after furlough, if there is a suitable post available for them at that time.

EC(2)-32/73. Mr. and Mrs. Brian Richards, pharmacist, BMMF, Australia, due for furlough December 1973. It was RESOLVED to thank Mr. and Mrs. Richards for their service with the United Mission, and to welcome their return to Nepal after furlough, if there is a post available for them at that time.

EC(2)-33/73. Miss Beth Brunemeier, nurse, United Fellowship for Christian Service, proceeded on furlough October 1973. It was RESOLVED to thank Miss Brunemeier for her service with the United Mission, and to welcome her return after furlough if there is a suitable place open for her at that time.

EC(2)-34/73. Miss Hanna Vitzthum, nurse, Committee for Service Overseas, Germany, due to terminate service February 1974. It was RESOLVED to thank Miss Vitzthum for her service with the United Mission to Nepal.

EC(2)-35/73. Miss Joy McConnell, nurse, BMMF, New Zealand, due for furlough February 1974. It was RESOLVED to thank Miss McConnell for her service with the United Mission to Nepal, and to welcome her return after furlough, if there is a suitable post available for her at that time.

EC(2)-36/73. Dr. T. Ishida, Japan Overseas Cooperative Service, due to terminate service in December 1973. It was RESOLVED to thank Dr. Ishida for his service with the United Mission to Nepal.

EC(2)-37/73. Mr. and Mrs. Jostein Holm, agriculturalist/accountant, WMPL, Norway, proceeding on early furlough December 1973 for medical reasons. It was RESOLVED to thank Mr. and Mrs. Holm for their service with the United Mission, and to welcome their return to Nepal after furlough, provided satisfactory medical reports are received, and there is a suitable post available for them at that time.

EC(2)-38/73. Miss Margaret Robinson, nurse, Baptist Missionary Society, returned to UK on emergency sick leave August 1973. It was RESOLVED to thank Miss Robinson for her service with the United Mission to Nepal.

EC(2)-39/73. Miss Mabel McLean, nurse, RBMU, UK, proceeded on early furlough May 1973 for medical reasons. It was RESOLVED to thank Miss McLean for her service with the United Mission, and to welcome her return to Nepal at this time, satisfactory medical assurance having been received, and a suitable post being available for her.

EC(2)-40/73. Dr. and Mrs. James Allan, dentist, direct appointees, terminating a nine-month term in November 1973. It was RESOLVED to thank Dr. and Mrs. Allan for their service with the United Mission, and to welcome their return to work in Nepal, if a suitable post should be open for them.

EC(2)-41/73. Miss Kirsti Kormu, nurse, Free Church of Finland, due for furlough April 1974. It was RESOLVED to thank Miss Kormu for her service with the United Mission, and to welcome her return to Nepal after furlough, if there is a suitable post available for her at that time.

EC(2)-42/73. Mr. and Mrs. Stanley Kamp, builder, Mennonite Board of Missions, proceeded on furlough September 1973. It was RESOLVED to thank Mr. and Mrs. Kamp for their service with the UMN, and to welcome their return to Nepal after furlough, if there is a suitable opening available for them at that time.

EC(2)-43/73. Dr. Jennifer Frank, direct appointee, returned to Canada on emergency sick leave June 1973. It was RESOLVED to thank Dr. Frank for her service with the United Mission to Nepal.

EC(2)-44/73. Mr. and Mrs. Helmut Milcke, plywood engineer, Committee for Service Overseas, proceeded on emergency sick leave May 1973, and returned to Nepal October 1973. It was RESOLVED to thank Mr. and Mrs. Milcke for their service with the United Mission, and to approve their return for a further 18-month term of service, satisfactory medical assurance having been received.

EC(2)-45/73. Dr. and Mrs. Peter Lucas, offered by BMMF, Australia. It was RESOLVED to accept the services of Dr. and Mrs. Lucas for work in the United Mission, with thanks to God and to their sending Mission. Ref. EC(1)-45/73.

EC(2)-46/73. Dr. and Mrs. Gerald Hankins, offered by United Church of Canada. It was RESOLVED to accept the services of Dr. and Mrs. Hankins for work with the United Mission, with thanks to God and to their sending Church. Ref. EC(1)-44/73.

EC(2)-47/73. Miss Jeanette Short, teacher of the blind, BMMF. Ref. EC(1)-43/73. It was RESOLVED to accept Miss Short's withdrawal of her tentative application to the United Mission.

EC(2)-48/73. Miss Ruth Bingman, nurse, United Methodist Church. Ref. EC(1)-42/73. It was RESOLVED to accept Miss Bingman's withdrawal of her offer of service to the United Mission.

EC(2)-49/73. Miss Joyce Roberts, nurse, United Presbyterian Church. Ref. EC(1)-41/73. It was RESOLVED to accept Miss Roberts' withdrawal of her application to the United Mission for the present time.

EC(2)-50/73. Miss Marjorie Hill, social worker, Christian Church. Ref. EC(1)-40/73. It was RESOLVED to accept Miss Hill's withdrawal of her offer of service to the United Mission for the present time.

EC(3)-51/73. Board Appointees who have left on furlough or at end of term (for information only):

Miss Dorothy Broom	Mr. and Mrs. Juhani Kivela
Mr. and Mrs. Herman Simrose	Mr. and Mrs. Martyn Thomas
Dr. and Mrs. John Dickinson	Miss Tomoe Tawara
Dr. Liane Nitschke	Dr. and Mrs. Noboru Iwamura
Dr. and Mrs. Gordon Mack	Mr. and Mrs. Ian Colterjohn
Miss Ruth Overvold	Dr. and Mrs. Cecil Pedley
Miss Wendy Moore	Mr. and Mrs. Dieter Johannson
Dr. Pamela Dodson	Canon and Mrs. Sam Burgoyne
Miss Ingegerd Karlsson	Mr. and Mrs. Stan Kamp
Mr. and Mrs. Ron Fox	Miss Beth Brunemeier
Miss Heidi Froelicher	Miss Margaret Wright
Miss Sheila Fulker	Miss Mabel McLean
Mr. and Mrs. Asbjorn Holm	Miss Margaret Robinson
Dr. and Mrs. Walter Bond	Mr. Tor Mogedal
Mr. and Mrs. George Carfield	Mr. and Mrs. Robert Schuh (Direct appointees)
Mr. Ed Martin (Direct appointee)	Dr. Jennifer Frank (direct app.)

EC(2)-52/73. Board Appointees who have returned from furlough/sick leave (for information only):

Mr. and Mrs. Tor Mogedal	Miss Denise Stringer
Mr. and Mrs. San Ruohoniemi	Miss Anneli Talso
Mr. and Mrs. Francis Sauer	Miss Rut Peterson
Mr. and Mrs. Asbjorn Voreland	Miss Margaret Kingsley
Miss Mary Cundy	Mr. and Mrs. Robert Buckner
Dr. and Mrs. Noboru Iwamura	Mr. and Mrs. Helmut Milcke
Dr. and Mrs. Walter Bond	Miss Ruth Angove (Direct app.)

EC(2)-53/73. Board Appointees expected back from furlough (for information only):

Dr. and Mrs. Wolfgang Zeiher	Miss Mabel McLean
Mr. and Mrs. Paul Spivey	Miss Ruth Overvold
Miss Enni Hokkanen	Mr. Asbjorn Holm
Miss Gwen Coventry	Mr. and Mrs. George Carfield
Miss Heidi Froelicher	Miss Wendy Moore
Dr. Pam Dodson	Dr. and Mrs. John Dickinson.

EC(2)-54/73. Miss Rigmor Hildershavn, nurse, offered by World Mission Prayer League, Norway. It was RESOLVED to accept the offer of service of Miss Hildershavn, with thanks to God and to her sending Mission.

EC(2)-55/73. Mr. and Mrs. Stephen Bull, mechanical engineer, offered by Baptist Missionary Society, UK. It was RESOLVED to accept the services of Mr. and Mrs. Bull, with thanks to God and to their sending Church.

EC(2)-56/73. Miss Olive Anniss, nurse, re-offered by R.B.M.U. It was RESOLVED to accept the services of Miss Anniss, for a one year term initially, with thanks to God and to her sending Mission.

EC(2)-57/73. Miss Ruth Angove, dietitian, offered by United Methodist Church, USA. It was RESOLVED to accept the services of Miss Angove, with thanks to God and to her sending Church.

EV(2)-58/73. Mr. Sverre Skjelsbaek, plywood engineer, sponsored by Committee for Service Overseas as a direct appointee. This appointment was noted with gratitude.

EV(2)-59/73. Miss Christine Ella, nurse, direct appointee sponsored by BMMF. This appointment was noted, with gratitude.

EC(2)-60/73. Mr. Harold Anderson, pharmacist, probably to be offered by United Church of Canada. It was RESOLVED to request the Personnel Secretary to continue correspondence with the UCC concerning this offer.

EC(2)-61/73. Miss Kishori Macwann, nurse, offered by C.M.S., UK. It was RESOLVED to request the Personnel Secretary to continue correspondence with the CMS concerning this offer.

EC(2)-62/73. Appointment of Executive Secretary. Noting that the official appointment of Mr. F. Wilcox to the post of Executive Secretary expires on 31 January 1974, it was RESOLVED:

- That he be appointed as Executive Secretary for a further period to the time of the next Board Meeting, April 1974.
- That, in order to make a nomination for this post in the next Board Meeting, the President of the Board be requested to secure an opinion from the Board Appointees of the Mission, through the Area Superintendents or Project Directors; and to request him to make a recommendation to the Executive Committee, so that the Executive, by circular vote, may take action to be presented to the Workers Conference in February 1974.
- That the attention of member bodies be called to the provision of Bye-law V,2, and that they be requested to make nominations, if so desired, to the President, Rev.G.Ruff, 130 Golf Links, New Delhi 110003, India, not later than January 31st, 1974.

EC(2)-63/73. Treasurer. It was RESOLVED to recommend to the Board of Directors that Mr. Ray Havens be appointed to the post of Treasurer of the UMN from the time of the next Board Meeting, for a three year term. Any member body wishing to make a nomination to this post may do so under provision of Bye-law V,2.

EC(2)-64/73. Health Services Secretary. In view of the fact that there is still no one person available to fill this post, it was RESOLVED to recommend to the Board of Directors the re-appointment of Dr.T.Strong, Dr.N.Iwamura and Mr. F.Wilcox jointly as Health Services Secretaries for a further one-year term from the time of the next Board Meeting.

EC(2)-65/73. Area Superintendent, Tansen. It was RESOLVED to recommend to the Board of Directors the appointment of Dr. P. Dodson to this post for a three year term from the time of her return from furlough in April 1974.

EC(2)-66/73. Area Superintendent, Kathmandu. It was RESOLVED to recommend to the Board of Directors the appointment of Mr. S. SRuohoniemi to the post of Kathmandu Area Superintendent for all projects in the Valley except Shanta Bhawan Hospital; this appointment to be for one year only in the first instance, from the time of the next Board Meeting.

EC(2)-67/73. Technical Secretary. It was RESOLVED to report to the Board that at this time there is no recommendation for appointment to this post.

EC(2)-68/73. Community Health Advisory Team Director. In view of the fact that the C.H.A.T. program is now being discontinue as such, it was RESOLVED that this post now be dropped. It was further RESOLVED to request Dr. N. Iwamura to assume the duties of the Community Health Secretary for the UMN, within the total duties of the post of Health Services Secretary.

EC(2)-69/73. Director of Nursing Education, Tansen. It was RESOLVED to appoint Miss M. McLean to this post from 1st December 1973 for a three year term.

EC(2)-70/73. Director, Butwal Technical Institute. It was RESOLVED to appoint Mr. O. Hoftun to continue in the post of Acting Director of BTI for a further period, to be reviewed again in April 1974.

EC(2)-71/73. Assistant/Deputy Director, B.T.I. After discussion about this post, it was RESOLVED to request the UMEDA Board to again consider this matter and to propose a clarification of the name and corresponding duties of this position, and of the body authorised to make appointment to same.

EC(2)-72/73. Headmistress, Girls' High School, Kathmandu. It was RESOLVED to appoint Miss M. McCombe to this position for a further one year term, subject to approval by HMG, to be reviewed at the end of the next school year.

EC(2)-73/73. Project Director, Okhaldhunga. It was RESOLVED to appoint Dr. N. Iwamura to this position for the period to January 1975.

EC(2)-74/73. Education Director, Gorkha. In view of the expected integration of the schools into the New Education Plan, it was RESOLVED not to create such a post for the Gorkha Project.

OTHER MATTERS

EC(2)-75/73. Community Health. It was noted that in AC-5/73, a committee has been appointed to consider the re-structuring of the previous CHAT program, and and to give thought to certain proposals. The report of this committee was studied in detail, and it was RESOLVED:

- a) To approve the adoption of the outlined-restructuring of the community health administration and program on a mission-wide basis, with some minor alterations, as found in Appendix P, for the year 1974 on a trial basis;
- b) To approve the change of name to the Community Health Office as from the date of this present meeting;
- c) To instruct the new Community Health Committee to study the matter of a mission-wide policy for community health work;
- d) To authorise further careful study of the proposal to put all community health plans and budgets under one heading, realising that this has important implications;
- e) To request that further study be given to the proposal that finance for community health programs be sought from sources outside that of the UMN general fund.

EC(2)-76/73. Education Work. A paper by Mr. J. Lindell on the future of education work in Nepal and possible opportunities for the UMN was noted, together with the recommendation of AC-15/73. It was RESOLVED to accept this paper for information, with thanks.

EC(2)-77/73. Agriculture work. The Executive Secretary reported on the current discussion and thinking concerning the possibility of expanding some agriculture work in Nepal.

EC(2)-78/73. New work. Mr. Hoftun's paper presenting the challenge of West Nepal was read, and the recommendation of AC-18/73 noted. It was RESOLVED to receive this paper with thanks.

EC(2)-79/73. New Lalitpur Hospital Agreement. The Executive Secretary reported that, subsequent to the instruction of BD-23/73, both amendments had been agreed to by HMG in the draft agreement. However, this agreement has not yet been signed, and considerable concern was expressed at this long delay. It was RESOLVED to instruct the Executive Secretary to inform the Department of Health Services of HMG that if the agreement is not signed soon the United Mission may have to withdraw from the project; and to enquire if an extension to the time limit of UMN participation in the new hospital may be granted.

EC(2)-80/73. Auxilliary Health Workers School, Tansen. Dr. Gould and the Executive Secretary reported that the Institute of Medicine, Tribhuvan University, has asked the UMN to consider opening an A.H.W. program (two year course) on the Tansen campus, Institution of Medicine, located at the UMN Hospital. The Institute of Medicine would like to begin the A.H.W. program in January 1974, with an initial enrollment of approximately 50 boys. The Health Services Secretaries, with Dr. Gould, were asked to negotiate this matter further with the Dean of the Institute of Medicine, seeking more details and a postponement of the opening date for such an A.H.W. program.

EC(2)-81/73. New Okhaldhunga Hospital Agreement. The Executive Secretary again reported that negotiations about this agreement are proceeding, but have not yet been finalised.

EC(2)-82/73. UMN Housing Policy. It was noted that a committee had been appointed in the Minute AC-22/73 to study this matter, and the Minutes and recommendations of the meetings of this committee were considered. It was RESOLVED to adopt the policy proposed by the committee, to be put into operation 1st January 1974. This policy is found as Appendix Q to these Minutes.

EC(2)-83/73. Education of Missionaries' Children. Mr. A. Voreland, Chairman of the committee appointed by the Board to study this matter, reported on two meetings held recently, and presented recommendations from that committee.

- a) It was agreed that new candidates applying to the United Mission should be fully informed, at an early stage in their negotiations with their supporting missions, of the situation in Nepal regarding the education of children.
- b) It was RESOLVED to approve that the UMN administration may assist special projects to find suitable teachers through Christian volunteer agencies; such teachers to be screened and appointed according to the rulings for Direct Appointees as found in Bye-law VIII, B.
- c) It was noted that at the time the Children's Hostel in Kathmandu was established in 1967 (ref. BD-63/67), it was stated that "Personnel of the project could be 'Direct Appointees' of the United Mission"; also that by tradition in actual practice Board Appointees have been appointed to the position of Hostel Supervisors, without any grant for rent, since the inception of the Hostel.

It was RESOLVED to request the Board of Directors to make a clear decision on the policy to be followed if and when the Hostel is required to be re-opened, presenting to them the following possibilities:

- i) That the Hostel Supervisors should be Direct Appointees only, and that no Board Appointees be assigned to this post;
- ii) That the Hostel Supervisors may be Board Appointees, seconded by the United Mission, without any grant for rent;
- iii) That the Hostel Supervisors may be Board Appointees, seconded by the United Mission, together with the normal rent allowance made available for Board Appointees.

EC(2)-84/73. Power of Attorney. Further to the instruction of BD-24/73, the Executive Secretary reported that he had been advised by the UMN's Legal Advisor that only the Board of Directors could grant a Power of Attorney.

EC(2)-85/73. Place of seconded and single workers. Further to earlier discussions on the matter of single workers being assigned in isolated areas, and the decisions of WC-11/72 and AC-24/72, it was RESOLVED to bring this matter to the next meeting of the Executive Committee for consideration and possible action.

EC(2)-86/73. Language study for short term workers. The matter of possible language study for workers who come for one year of service was discussed, and referred back to the Administrative Committee for consideration and recommendation.

EC(2)-87/73. Job descriptions. It was RESOLVED to request the Business Managers Committee to continue with the assignment of overseeing the drafting of job descriptions (ref. EC(1)-5/73); the committee to consist of the following members:

The members of the Finance Committee resident in Kathmandu Valley;
Dr. T. Strong or deputy;
Dr. D. Roche, or deputy;
Area Superintendent, Gorkha;
Administrative Officer, Tansen.

EC(3)-88/73. Motorcycles. It was RESOLVED that anyone buying a motorcycle with the name of the UMN on the import licence be required to keep the motorcycle within the ownership of the UMN Board Appointees or projects up to three years from the time of purchase, or any further time limit required by HMG.

EC(2)-89/73. Building Repairs. It was RESOLVED that, as a matter of policy, any building defects which occur in buildings during the first year after occupancy be charged to capital funds, and thereafter to maintenance funds.

EC(2)-90/73. Applications for membership in the UMN. The Executive Secretary reported on correspondence concerning applications for membership in the Mission. It was RESOLVED to recommend to the Board of Directors the acceptance of the Mennonite Central Committee and the Swedish Free Mission as full member bodies of the UMN, and to authorise the Executive Secretary to continue correspondence with certain other church bodies on this subject.

EC(2)-91/73. Proposed changes in the UMN Constitution. The recommendations of the Administrative Conference were considered, and it was RESOLVED:

- a) That the whole matter of the relative status and duties of the Functional Secretaries and Area Superintendents, the introduction of a second Administrative Conference, and the possibility of enlarging the Executive Committee to ten elected members, be referred back to the Administrative Committee and the Executive Committee for further study;
- b) To recommend ratification of Const.V,B,1: "...and the Nepal Christian Fellowship".
- c) That the following proposed amendments be recommended to the Board of Directors for approval:
 - i) That the name of the Administrative Committee be changed to the Administrative Advisory Committee, in Const.V,H; V.I; V.J; V.K; Bye-law VI,c,6; X; (title and para); XIV,A,d.
 - ii) That the Personnel Secretary be made an ex-officio member of the Board and of the Executive Committee, in Const.V,B,2; V,E; V.J; Bye-law V,A,2; deletion of V,C; Bye-law VI,A,2; VI,C,3; Bye-law VII to be re-numbered as - C. Executive Secretary; D. Treasurer; E. Personnel Secretary; F. Other Functional Secretaries; G. Area Superintendent.
 - iii) That the duties of the Area Superintendent be altered to read:
Bye-law VII,G,
new 5 - "He shall endeavour to maintain high standards of cooperation between personnel and institutions in his area of responsibility."
 - new 6 - "He shall provide guidance, communication, encouragement and fellowship to seconded United Mission workers in his area of responsibility, and he shall give special attention to the need of spiritual fellowship between all United Mission personnel within his area of responsibility."
 - new 7 - Old para 6.
- iv) That the duties of Project Directors be altered to read:
Bye-law VII, H, title - "Project Directors".
para 2 - "...principles laid down in the United Mission Constitution and the Constitutions and/or Objective and Rules framed for the project concerned..."
- v) That an alteration be made in Area Organisation to read:
Bye-law XI,A - "Where there are two or more institution or projects of the United Mission, or to which the United Mission has seconded workers, in one geographical area,....."
- vi) That the guidelines for seconded workers be included in the Bye-laws as Bye-law IX, new para D, "Seconded Workers", with the re-numbering of para D-H as E-I. The guidelines are found in EC(2)-64/70,b, with the proposed alterations following:
Section 2, New para iv): "These rules may be relaxed in cases where United Mission workers are seconded to projects or organisations where they will work under the supervision of experienced United Mission personnel, or in cases where the secondment is for short duration and requires highly specialised qualifications."
- Section 3, new para ii): "Wherever United Mission workers are seconded to an agency or company outside the United Mission, a contract setting forth the terms of secondment shall be signed by the United Mission and by the agency to which the workers are seconded."
- vii) That an alteration be made in the ruling for vacations to read:
Bye-law IX, new I,
new d - "Annual leave, additional leave, or variation in leave for any purpose, can only be taken by permission of the project director or head of the institution and the Area Superintendent

concerned. Each Area Superintendent or Project Director shall keep a Leave Register to be signed by each Board Appointee on the date of departure on leave, and on the date of return. Travel information about Board Appointees going beyond the borders of the Indian sub-continent shall be given to the Personnel Secretary by the Area Superintendent or Project Director."

EC(2)-92/73. Other Constitutional changes. It was RESOLVED to recommend to the Board of Directors approval of the following proposed alterations in Constitutions of UMN projects:

- a) Shanta Bhawan Hospital Constitution: Ratification of items marked ** in BD-29/73.
- b) UMEDA Constitution:
 - i) Alteration of the name of the Division of Consulting Services to "Division of Development Services".
 - ii) Acceptance of the BTI Draft Statement of Objectives and Working Rules.

EC(2)-93/73. Dates of next meetings.

Finance Committee: April 2, 1974
Executive Committee: April 3-4, 1974
Board of Directors: April 4-5, 1974.

A vote of sincere appreciation was expressed to the Chairman for his able leadership of the Executive Committee sessions. The meeting was closed with prayer led by Miss M. McCombe.

APPENDIX B

Minutes of the Finance Committee Meeting

5th November, 1973

The meeting of the Finance Committee was held in Kathmandu on 5th November, 1973. The Chairman, Rev. A. Berg, opened the meeting with devotions.

Members present were: Rev. A. Berg (Chairman)

Rev. G. Ruff

Mr. S. Ruohoniemi (Representative from Admin. Conference)

Rev. F. Wilcox, (Executive Secretary and Acting

Treasurer)

Mr. I. Stuart (co-opted)

Mr. R. Havens (Observer)

FC(2)-1/73. Confirmation of Minutes. The Minutes of the meeting of the Finance Committee held on 26-27th March, 1973 were confirmed as circulated.

FC(2)-2/73. Matters arising from Minutes.

- a) Aviation grant: ref. FC(1)-8/73. It was RESOLVED to recommend approval of the action to transfer the sum of Rs.72,197/-, originally granted for Aviation, to the Undesignated Fund account.
- b) Income Tax: ref. FC(1)-19/73, The Executive Secretary reported that no further progress had been made in securing exemption from income tax for UMN Board Appointees, but that the matter is being included in negotiations for the next General Agreement.
- c) Audit reports: ref. FC(1)-10/73. The report of the audit of Gorkha Project accounts for 1972 was received and accepted. It was noted that reports are not yet available on audits of the accounts of Communications Committee or Shanta Bhawan Hospital for 1972.

FC(2)-3/73. Proposed Budgets for 1974. The proposed recurring and capital budgets for each project for 1974 were examined, and the following RESOLUTIONS passed:

- a) Headquarters. To recommend acceptance of the budgets for 1974, with the following amendments:
 - i) An increase of Rs.18,000 in receipts from the Treasurer and in payments for salaries (ref. AC-3/73, c);
 - ii) Inclusion of a sum of Rs.26,670 for the extension of the Headquarters guesthouse; (ref. AC-3/73, d);
 - iii) Deletion of the figure for replacement of a vehicle, ref. AC-3/73, e).
- b) Special Projects. To recommend approval of the budgets for each of the projects included under this appendix.
- c) Community Health Advisory Team. Noting the recommendations of AC-5/73, to recommend approval of the revised budget submitted.
- d) Tansen Area. Note was taken of the recommendations in AC-6/73. To recommend the approval of the recurring and capital budgets, with the following amendments:
 - i) In the capital budget, the item for a Model Village Project be renamed a "Village Training Centre" and be included under the ANM School, not under Community Health;
 - ii) Inclusion of the revised figure of Rs.645,000 for the ANM Hostel/School in Pokhara in the capital budget;
 - iii) In response to AC-6/73, d), the Finance Committee received the report from the Tansen Building Committee concerning the additional asking of Rs.600,000. for the hospital extension. It was resolved to recommend approval of this figure with some reservation; but also to note that there is no known source of this additional grant, and that the Tansen Building Committee be instructed to make construction plans so that when the Rs.800,000 already in hand has been spent, a useable plant will be available and completed.

e) UMEDA, Butwal. To recommend approval of:

- i) Butwal Project recurring and capital budgets;
- ii) Butwal Technical Institute capital budget for classroom building and workers' housing;
- iii) Division of Consulting Services UMN-financed recurring budget.

f) Boys' Boarding School, Pokhara. To make the following recommendations:

- i) Acceptance of the recurring and building capital budgets as presented to the Administrative Conference;
- ii) Acceptance of the other capital and designated budget items now submitted;
- iii) That in future years the UMN administration items, such as mailbag, etc., for the whole Pokhara area be combined and shown in one Area budget.

g) Gorkha Project. To recommend approval of the budgets, together with the recommendations of AC-9/73, c, d and e, with the inclusion of an additional sum of Rs.14,000 for the Luitel new classroom block, and figures carried forward for the hospital building.

h) Shanta Bhawan Hospital. To accept the recurring and capital budgets with the following amendments:

- i) That the Treasurer's grant to the hospital be reduced to Rs.42,000, and the grant from the SBH General Fund increased to Rs.133,000; (Note EC(2)-10/73);
- iii) That the plans and budgets for the new, enlarged Community Health Program be approved in principle; but that the UMN be committed only to the implementation of the first two years of the plan as outlined, and that at the time of the Evaluation Period a thorough review and re-assessment be made of the program;
- iii) That an item of "Mobile Hospital Unit, Rs.55,000." be added to the capital budget.

i) Girls' High School, Kathmandu. To recommend the following:

- i) Acceptance of the recurring budget, with the understanding that if the School is integrated into the New Education Plan in 1974, UMN financial assistance to the general fund will cease;
- ii) That the additional paragraph on the building of the additional block be included in the plans;
- iii) Approval of the capital item for library books;
- iv) That any other capital projects already begun be completed, but no new ones approved.

j) Bhaktapur Hospital. To recommend the approval of the proposed budgets for 1974, with an increased grant from the Treasurer, and endorsement of the recommendation of AC-12/73.

k) Okhaldhunga. To recommend approval of the revised budgets as submitted, with the deletion of the item of Rs.1,500/- for travel to Kathmandu, which item is already covered in the Community Health Office revised budget.

l) Treasurer's Consolidated Budget. To recommend approval of the budget as submitted, with the following amendments:

- i) Reduction of the grant to Shanta Bhawan Hospital by Rs.33,000.
- ii) Reduction of the grant to Okhaldhunga by Rs.1,500.
- iii) Deletion of the item of Rs.50,000 receipts from Capital Service Charge, and that this 5% charge on capital funds be held in abeyance in 1974;
- iv) That the General Fund balance be reviewed at the time of the next Finance and Executive Committee meetings in April 1974. (Note EC(2)-14/73).

FC(2)-4/73. Grants for capital items. It was RESOLVED to recommend that requested grants be made from special grants received and undesignated funds. The revised and final list of such grants is found in EC(2)-23/73.

FC(2)-5/73. Provident Fund. It was RESOLVED that the recommended changes in the rules of the UMN Provident Fund be submitted to the Executive Committee for acceptance, as detailed in the Minutes of the Business Managers Committee.

FC(2)-6/73. Holidays and leave. It was RESOLVED to refer this matter to the Executive Committee as it concerns Board Appointees only.

FC(2)-7/73. Medical Insurance Plan. It was RESOLVED to recommend to the Executive Committee the acceptance of the alterations in the Plan as submitted by the Business Managers Committee, with the following clarifications:
a) That the word "year" be defined clearly as the fiscal or calendar year;
b) That the 50% balance cost of medicines be paid by the Project by which the person is employed.
(Note EC(2)-17/73).

FC(2)-8/73. Pharmacy Store. The recommendation of the Business Managers Committee was noted. It was RESOLVED to recommend endorsement of the view that no further capital grant be made to the Store at this time, and to refer the remainder of this Minute to the Administrative Committee for consideration.
(Note EC(2)-18/73).

FC(2)-9/73. Housing Policy. The Minutes and recommendations of the Committee appointed to discuss the matter of mission-wide housing policies were noted. It was RESOLVED to recommend that these be accepted, and put into effect from 1st January 1974.

FC(2)-10/73. Rent for Padma Sadan. It was RESOLVED to recommend that only the normal rent for Board Appointees living in Padma Sadan be granted by the Treasurer.

FC(2)-11/73. Bank Accounts. It was RESOLVED to recommend the following action of the Executive Committee:

- a) UMN Pokhara Project Account, Nepal Bank Ltd., Pokhara: To replace the name of Mr. J. Holm by that of Mrs. Janice Clark.
- b) UMN Building Department accounts: To add the name of Mr. Francis Sauer as a signatory.
- c) Girls' High School Improvement Plan: To add the name of Mr. Francis Sauer as a signatory.
- d) Okhaldhunga Scholarships: To open a deposit account, the interest to be used for school fees, etc.
- e) Butwal Project: To open an account in the name of UMEDA or the United Mission Butwal Project, to be operated by the UMN Treasurer, the Butwal Project Director, and the Butwal Project Assistant Director.

FC(2)-12/73. Replacement of vehicles. It was RESOLVED to recommend that as a matter of policy, where permission has been granted to a project for a vehicle, and where sufficient funds have been accumulated from the sale of that vehicle and in the depreciation account to purchase a new vehicle as a replacement, no further permission is required from the Executive Committee for such a purchase.

FC(2)-13/73. Provident Fund repayments to teachers on scholarship study. It was RESOLVED to recommend that this matter be referred to the Scholarship Committee for discussion and decision.

FC(2)-14/73. Policy of Employment. It was RESOLVED to recommend the following amendment to the Policy of Employment:

- a) No.7, c), to be altered to read: "Advances will not normally be granted against salary. Loans will not be granted against salary."
- b) No.9. To be amended to read: "...whose duties so permit, to 45 hours a week or alternatively to an aggregate of 90 hours in two weeks, it shall be understood...."
- c) No.10, a), i). To be amended to read: "Twenty-seven working days...."
iv). To be amended to read: "...less four days in the case of twenty-seven working days leaves...."

FC(2)-15/73. Increased productivity and efficient savings in UMN hospitals. Mr. S. Ruohoniemi presented a paper on this subject. It was RESOLVED to recommend that this plan be approved in principle, and that Mr. Ruohoniemi be requested to discuss this matter in detail with all UMN hospitals, and to bring a report and possible recommendation from the hospitals to the Finance Committee in April 1974.

The meeting was closed with the Benediction.

Minutes of the
EXECUTIVE COMMITTEE MEETING
held in Kathmandu, Nepal, 28-29 March, 1973.

The Executive Committee met at UMN Headquarters, Kathmandu, for sessions which lasted from 9 to 12 noon, and 1.30 - 6.00 p.m. on Wednesday, 28th March; and from 8.30 a.m. to 12 noon on Thursday, 29th March, 1973. There were short breaks morning and afternoon for coffee.

Devotions. On the first morning Mr. I. Stuart spoke of the privileges and responsibilities of being citizens of the Kingdom of Heaven. Miss F. Swenson spoke on the Thursday morning of the lessons learned from Psa 50 in listening, praising and trusting.

Roll Call: The members of the Committee were present, except as indicated:

President:	Dr. K. Sanders (absent)
Vice President:	Rev. G. Ruff
Other members:	Dr. M. Kniss (absent) Miss L. Chipley (absent) Miss E. Cederholm Rt. Rev. D. D. Pradhan Rev. A. Berg Mr. M. Roemmele
Ex-officio:	Rev. F. Wilcox, Executive Secretary Mr. I. Stuart, Treasurer Dr. P. Dodson, Tansen Area Superintendent Miss F. Swenson, Acting Gorkha Area Superintendent Miss M. McCombe, Education Secretary Dr. G. Mack, Health Services Secretary
Co-opted:	Canon S. Burgoyne, Personnel Secretary, for one session.

Schedule and Agenda. The schedule was agreed upon as above, and the agenda accepted as presented by the Executive Secretary. In the absence of the President, the Vice President took the chair for this meeting.

EC(1)-1/73. Approval of Minutes. The Minutes of the meeting of the Executive Committee held on 7-8 November, 1972 were accepted and confirmed as circulated.

ANNUAL REPORTS AND STATEMENTS FOR 1972

EC(1)-2/73. Annual Reports. It was RESOLVED to accept the Annual Reports as received from the various projects of the Mission, and to present these to the Board for approval. These projects are listed in EC(1)-3/73 following.

EC(1)-3/73. Annual Financial Statements. Financial statements for 1972 from the following projects were studied, together with the recommendations of the Finance Committee concerning each one:

- a) Headquarters.
- b) Special Projects: Building Department
Tibetan Camp, Pokhara
Scholarship Program
Communications Committee
Padma Sadan.
- c) Community Health Advisory Team
- d) Tansen Area
- e) Institute of Technology and Industrial Development, Butwal
- f) Pokhara Boys' Boarding School
- g) Gorkha Project
- h) Shanta Bhawan Hospital
- i) Girls' High School, Kathmandu
- j) Bhaktapur Hospital
- k) Okhaldhunga Dispensary
- l) Treasurer and Provident Fund
- m) Auditor.

It was RESOLVED to accept these Statements as presented, and to present them to the Board for approval.

FINANCE COMMITTEE RECOMMENDATIONS

EC(1)-4/73. Meeting of 10 November, 1972. It was RESOLVED to approve the Minutes of the Finance Committee held on 10th November, 1973, as circulated (Appendix B-II of November 1972 Minutes). It was reported that the balances in accounts of the Pokhara School, as at 15th December 1971, had been dealt with, and that the UMN has no responsibilities for accounts or equipment except for the Station Budget and some furniture.

EC(1)-5/73. Meeting of 26-27 March, 1973. The Minutes and recommendations of the meeting held immediately prior to this Executive Committee meeting were studied carefully. It was RESOLVED to accept and approve of these, with the following amendments:

- a) That Mr. Brian Richards be included in the Committee appointed in FC(1)-20/73 to deal with Provident Fund and Pharmacy Store matters;
- b) That this Committee also be requested to oversee the drafting of the job descriptions mentioned in FC(1)-23/73, to examine the job descriptions currently available, and on the basis of that to assign the drafting of the remaining job descriptions needed to the projects concerned, to be based on a definite formula.
- c) That some minor corrections in the draft of the new 13-grade salary scale be made by Dr. Mack before this is distributed for implementation.

These Minutes appear as Appendix A to the Executive Committee Minutes.

PERSONNEL MATTERS

EC(1)-6/73. Arrival of new Board Appointees since the time of the last meeting (for information):

Mr. and Mrs. Seppo Kostamo
Mr. and Mrs. Dieter Werner
Rev. and Mrs. Jim Roane
Miss Gunnel Borg
Miss Anna Weir
Miss Pat Wright
Miss Masai Sakurai
Mr. John Finlay
Dr. and Mrs. Ishida

EC(1)-7/73. Return of Board Appointees since the last meeting (for information)

Miss Sylvia Slade
Miss Klara Pedersen
Dr. and Mrs. William Gould
Dr. Jennifer Frank (Direct Appointee).

EC(1)-8/73. Departure of Board Appointees since November, 1972 (for information):

Dr. and Mrs. K. Itoh
Mr. and Mrs. San Ruohoniemi
Mr. and Mrs. Paul Spivey
Dr. and Mrs. Wolfgang Zeiher
Miss Anne Avis

EC(1)-9/73. Expected return of Board Appointees before the next meeting (for information):

Miss Ruth Angove
Mr. and Mrs. Francis Sauer
Mr. and Mrs. Robert Buckner
Miss Gwen Coventry
Mr. and Mrs. Tor Mogedal
Mr. and Mrs. San Ruohoniemi
Miss Denise Stringer
Miss Anneli Talso
Miss Ruth Peterson
Mr. and Mrs. Asbjorn Voreland
Dr. and Mrs. Walter Bond
Dr. and Mrs. Wolfgang Zeiher

EC(1)-10/73. Expected arrival of new Board Appointees, already accepted:

Miss Margaret Kingsley - April 1973
Mr. and Mrs. Robert Yoder - July 1973.

EC(1)-11/73. Miss Dorothy Broom, auditor, R.B.M.U., proceeded on furlough March 1973. It was RESOLVED to thank Miss Broom for her service in Nepal, and to welcome her return to the UMN after furlough.

EC(1)-12/73. Mr. and Mrs. Ian Stuart, accountant, R.B.M.U., due for furlough October 1973. It was RESOLVED to thank Mr. and Mrs. Stuart for their service with the UMN and to welcome their return after furlough.

EC(1)-13/73. Mr. and Mrs. Herman Simrose, agriculturalist, W.M.P.L., USA, due for furlough May 1973. It was RESOLVED to thank Mr. and Mrs. Simrose for their service with the UMN, and to welcome their return to Nepal after their proposed extended furlough of several years, if there is a suitable post vacant for them at the time of reapplication.

EC(1)-14/73. Dr. and Mrs. Walter Bond, pathologist, U.P.C., due for short furlough summer 1973. It was RESOLVED to thank Dr. and Mrs. Bond for their service with the UMN, and to welcome their return to Nepal after furlough.

EC(1)-15/73. Dr. and Mrs. John Dickinson, internist, B.M.M.F., due for furlough June 1973. It was RESOLVED to thank Dr. and Mrs. Dickinson for their service with the UMN, and to welcome their return to Nepal after furlough.

EC(1)-16/73. Dr. Liane Nitschke, paediatrician, C.S.O., due for furlough October 1973. It was RESOLVED to thank Dr. Nitschke for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-17/73. Dr. and Mrs. Gordon Mack, surgeon, U.C.C., due for furlough June 1973. It was RESOLVED to thank Dr. and Mrs. Mack for their service with the UMN and to welcome their return to Nepal if there is a suitable post available for them after their extended furlough.

EC(1)-18/73. Miss Ruth Overvold, nurse/housekeeper, W.M.P.L., USA, due for furlough May 1973. It was RESOLVED to thank Miss Overvold for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-19/73. Miss Wendy Moore, nurse, C.M.S. of Australia, due for furlough summer 1973. It was RESOLVED to thank Miss Moore for her service with the UMN and to welcome her return to Nepal after furlough.

EC(1)-20/73. Dr. Pamela Dodson, gynaecologist, B.M.M.F., due for furlough May 1973. It was RESOLVED to thank Dr. Dodson for her service with the UMN and to welcome her return to Nepal after furlough.

EC(1)-21/73. Miss Ingegerd Karlsson, nurse, S.B.M., due for furlough September 1973. It was RESOLVED to thank Miss Karlsson for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-22/73. Mr. and Mrs. Larry Asher, agriculture teacher, U.M.C., due for furlough summer 1973. It was RESOLVED to thank Mr. and Mrs. Asher for their service with the UMN, and to welcome their return to Nepal after furlough.

EC(1)-23/73. Mr. and Mrs. Ron Fox, mechanical engineer, R.B.M.U., proceeded on furlough March 1973. It was RESOLVED to thank Mr. and Mrs. Fox for their service with the UMN, and to welcome their return to Nepal after furlough, if there is a suitable post vacant for them at that time.

EC(1)-24/73. Mr. and Mrs. Tor Mogedal, mechanical engineer, W.M.P.L., Norway, due for furlough March 1973. It was RESOLVED to thank Mr. and Mrs. Mogedal for their service with the UMN, and to welcome their return to Nepal after furlough.

EC(1)-25/73. Miss Heidi Froelicher, nurse, S.F.M., due for furlough July 1973. It was RESOLVED to thank Miss Froelicher for her service with the UMN and to welcome her return to Nepal after furlough.

EC(1)-26/73. Dr. and Mrs. Noboru Iwamura, public health doctor, J.O.C.S., due for short furlough April 1973. It was RESOLVED to thank Dr. and Mrs. Iwamura for their service with the UMN, and to welcome their return after furlough.

EC(1)-27/73. Mr. and Mrs. Juhani Kivela, literacy worker, F.C.F., due for furlough October 1973. It was RESOLVED to thank Mr. and Mrs. Kivela for their

service with the UMN and to welcome their return to Nepal after furlough, if there is a suitable post available to which they may be seconded, urging that Mr. Kivela study for a degree and teaching qualifications in the meantime.

EC(1)-28/73. Mr. and Mrs. Martyn Thomas, structural engineer, C. of S., due for furlough September 1973. It was RESOLVED to thank Mr. and Mrs. Thomas for their service with the United Mission, and to welcome their return to Nepal after furlough.

EC(1)-29/73. Miss Tomoe Tawara, nurse, J.O.C.S., due for furlough July 1973. It was RESOLVED to thank Miss Tawara for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-30/73. Dr. Mary Eldridge, gynaecologist, B.M.M.F, due for furlough autumn 1973. It was RESOLVED to thank Dr. Eldridge for her service with the UMN, and to welcome her return after furlough.

EC(1)-31/73. Mr. and Mrs. Ian Colterjohn, U.C.C., Business Manager at B.T.I. for a three year term, terminating service June 1973. It was RESOLVED to thank Mr. and Mrs. Colterjohn for their service with the United Mission.

EC(1)-32/73. Mr. Ed Martin, M.C.C., electrical engineer at B.T.I. for a three year term, terminating service September 1973. It was RESOLVED to thank Mr. Martin for his service with the United Mission.

EC(1)-33/73. Mr. and Mrs. Dieter Johannsen, C.S.O., civil engineer at Girls' High School Improvement Plan, Kathmandu, for a four year term, terminating June 1972. It was RESOLVED to thank Mr. and Mrs. Johannsen for their service with the United Mission.

EC(1)-34/73. Mr. and Mrs. Robert Schuh, Direct appointees with U.M.C., appointed to B.T.I. for a two year term, ending July 1973. It was RESOLVED to thank Mr. and Mrs. Schuh for their service with the United Mission.

EC(1)-35/73. Mr. and Mrs. Robert Berger, Direct appointees with U.P.C., appointed to Division of Consulting Services, ITID, for a nine month term, ending May 1973. It was RESOLVED to thank Mr. and Mrs. Berger for their service with the United Mission.

EC(1)-36/73. Miss Eileen Baldry, Direct appointee, appointed to Pokhara Boys' School for a one year term, ending April 1973. It was RESOLVED to thank Miss Baldry for her service with the UMN.

EC(1)-37/73. Dr. and Mrs. Keith Carey-Smith, Direct appointees, appointed to Shanta Bhawan Hospital for a nine month term, ending March 1973. It was RESOLVED to thank Dr. and Mrs. Carey-Smith for their service with the UMN.

EC(1)-38/73. Dr. and Mrs. Cecil Pedley, leprologist, Leprosy Mission, served with UMN for 15 years, mainly at Tansen Hospital, due for retirement April 1973. It was RESOLVED to express a very warm vote of thanks and appreciation to Dr. and Mrs. Pedley for their service with the United Mission through these years, and for their fellowship and fruitful contribution to the cause of Christ's Kingdom in this land.

EC(1)-39/73. Canon and Mrs. Sam Burgoyne, United Methodist Church, served as Personnel Secretary and Chaplain to the UMN for five years, due for retirement May 1973. It was RESOLVED to record a special vote of appreciation to them.

Canon and Mrs. Burgoyne came to the United Mission in 1968 after many years of experience in India in education and administration. They were appointed to the staff of Headquarters, and he took over a variety of duties from the Executive Secretary and built up the post now known as that of Personnel Secretary. He was also appointed Chaplain to the UMN, and supervised the Language School during these years, and they have both contributed to the life, work and fellowship of the Mission in many ways. The gratitude and prayers of the United Mission follow them as they leave Nepal and the Himalayan mountains which they know and love so well, that God will continue to richly bless and use their ministry during their years of retirement.

EC(1)-40/73. Miss Marjorie Hill, medical social worker, possibly to be offered for service by the Christian Church (Disciples). It was RESOLVED to accept the services of Miss Hill if offered, with thanks to God and to her sending Church.

EC(1)-41/73. Miss Joyce Roberts, midwifery tutor, possibly to be offered by the United Presbyterian Church. It was RESOLVED to accept the services of Miss Roberts if offered, with thanks to God and to her sending Church.

EC(1)-42/73. Miss Ruth Bingham, nurse, possibly to be offered by the United Methodist Church. It was RESOLVED to accept the services of Miss Bingham if offered, with thanks to God and to her sending Church.

EC(1)-43/73. Miss Jeanette Short, teacher of the blind, Bible & Medical Missionary Fellowship (ref. EC(2)-46/72). It was RESOLVED that negotiations be continued with HMG and BMMF for Miss Short's possible service in Nepal with the UMN.

EC(1)-44/73. Dr. and Mrs. Gerald Hankins, possibly to be offered by the United Church of Canada. It was RESOLVED to accept the services of Dr. and Mrs. Hankins if offered, with thanks to God and to their sending Church.

EC(1)-45/73. Dr. and Mrs. Peter Lucas, MRACP, possibly to be offered by B.M.M.F. It was RESOLVED to accept the services of Dr. and Mrs. Lucas if offered, with thanks to God and to their sending Mission.

EC(1)-46/73. Mr. Helmut Scheuer, product development engineer, offered by the Committee for Service Overseas, Germany. It was RESOLVED with regret that Mr. Scheuer could not be accepted for service with the United Mission, as the post of production engineer at BTI has already been filled.

EC(1)-47/73. Mr. Andreas Vossberg, orthopedic technician, offered by the Committee for Service Overseas, Germany. It was RESOLVED to accept the services of Mr. Vossberg for secondment to the National Prosthetics Centre, with thanks to God and to his sending Mission.

EC(1)-48/73. Miss Caroline Evans, teacher, offered by the Church Missionary Society, UK. It was RESOLVED to accept the services of Miss Evans, with thanks to God and to her sending Church.

EC(1)-49/73. Mr. and Mrs. Kari Punkkinen, construction engineer and nurse, offered by the Free Church of Finland. It was RESOLVED to accept the services of Mr. and Mrs. Punkkinen, with thanks to God and to their sending Mission.

EC(1)-50/73. Education Director, Gorkha. Further to Minute EC(2)-66/72, in view of the impending implementation of the New Education Plan, it was RESOLVED to leave this matter in abeyance, for further review in November.

EC(1)-51/73. Director, B.T.I. On recommendation of the ITID Board, it was RESOLVED to appoint Mr. Odd Hoftun as Acting Director of BTI, the appointment to be reviewed in November 1973.

EC(1)-52/73. Deputy/Assistant Director, BTI. On recommendation of the ITID Board, it was RESOLVED to appoint Mr. Dennis Neumann as Deputy Director of BTI, and as Assistant to the Director.

EC(1)-53/73. Executive Director, Shanta Bhawan Hospital. In anticipation of the approval of the Board of Directors of the proposed amendments to the Shanta Bhawan Hospital Constitution and Bye-laws incorporating the post of Executive Director, it was RESOLVED to appoint Dr. Trevor Strong as Executive Director for a three year term from 1st April, 1973.

EC(1)-54/73. Medical Superintendent, Shanta Bhawan Hospital. It was RESOLVED to appoint Dr. Trevor Strong as Medical Superintendent of Shanta Bhawan Hospital for a three year term from 1st April, 1973.

EC(1)-55/73. Assistant Medical Superintendent, Shanta Bhawan Hospital. It was RESOLVED to appoint Dr. Mary Eldridge to this post for a three year term from the time of this meeting.

EC(1)-56/73. Administrative Officer, Shanta Bhawan Hospital. It was RESOLVED to appoint

the Executive Director to carry the responsibilities of the Administrative Officer for the present time.

EC(1)-57/73. Superintendent of Community Health Services, Shanta Bhawan Hospital. It was RESOLVED to appoint Dr. Mona Bomgaars to this post for a three year term from the time of this meeting.

EC(1)-58/73. Superintendent of Nursing Education, Shanta Bhawan Hospital. It was RESOLVED to appoint Miss Hisa Asaoka to this post for a three year term from the time of this meeting.

EC(1)-59/73. Medical Director, Tansen Hospital. It was RESOLVED to appoint Dr. William Gould to this post for a three year term from 1st April, 1973.

EC(1)-60/73. Administrative Officer, Tansen Hospital. It was RESOLVED to appoint Miss Dulcie Ventham to this post for a three year term.

EC(1)-61/73. Headmaster, Luitel School, Gorkha. It was RESOLVED to appoint Mr. Varughese Thomas to this post for a three year term, subject to permission being granted by the District Education Officer for him to continue in that position after December 1973.

EC(1)-62/73. Treasurer. Further to EC(2)-54/72 and WC-10/73, it was RESOLVED to recommend to the Board that Rev. Frank Wilcox be appointed Acting Treasurer from November 1st until the time of the next Board Meeting, and to ask the Executive Secretary to appoint Mr. Suresh Sharma as assistant to the Treasurer, and acting auditor for the Kathmandu Valley from 1st April, 1973.

EC(1)-63/73. Tansen Area Superintendent. Ref. EC(2)-55/72 and WC-12/73. It was RESOLVED to recommend to the Board that Dr. William Gould be appointed as Tansen Area Superintendent for a three year term from the time of Dr. Dodson's departure on furlough; with the proviso that Dr. Gould's clinical work emphasise the role of consultant surgeon, and that adequate staff be available in Tansen to whom routine work must be delegated.

EC(1)-64/73. Kathmandu Area Superintendent. Ref. WC-13/73. It was RESOLVED to recommend to the Board that the post of Kathmandu Area Superintendent be left vacant, but that the Executive Secretary be asked to appoint Mr. Asbjorn Voreland to represent the smaller projects in the Kathmandu Valley, and to attend the Board and Executive Committee meetings as a co-opted member.

EC(1)-65/73. Appointment of Health Services Secretary. Ref. EC(2)-57/72, WC-14/73. It was RESOLVED to recommend to the Board that a joint appointment be made of the Executive Secretary, Dr. Trevor Strong and Dr. Noboru Iwamura, for a one year term in the first instance.

OTHER MATTERS

EC(1)-66/73. Annual Report to HMG. It was RESOLVED to receive the Annual Report as prepared for submission to His Majesty's Government, and to present it to the Board for approval.

EC(1)-67/73. C.H.A.T. Bank Account. It was RESOLVED that a current account be opened in the name of the UMN Community Health Advisory Team in the Nepal Bank, Ltd., Kathmandu, to be operated by the Project Director, Miss M. Robinson, and the UMN Treasurer, signing singly.

EC(1)-68/73. Signator of Treasurer's accounts. It was RESOLVED to authorise Rev. Jimmy Roane as a signator of the UMN current accounts operated by the Treasurer, in addition to those already authorised by designation; these accounts being held in the name of the United Mission to Nepal at the Nepal Bank Ltd., Kathmandu; the American Express Co., Bombay; the Chase Manhattan Bank, New York; and the Union Bank of Switzerland, Zurich; all the signatories being authorised to sign singly.

EC(1)-69/73. Supplementary Plans for 1973. It was RESOLVED to approve a new post as follows for Shanta Bhawan Hospital:
Project Director/Coordinator for New Hospital, Lalitpur.

The Shanta Bhawan Hospital Board and the UMN administration recommend the creating of this new, temporary post, to be activated as soon as suitable appointment can be made, and to continue through planning, construction and completion of the new Lalitpur Hospital. A full job description has yet to be prepared, but the Project Director/Coordinator would be responsible to the Executive Secretary and the Shanta Bhawan Hospital Board, and would direct and coordinate all necessary negotiations for the new hospital with HMG, potential funding agencies, UMN administration, UMN member bodies and Shanta Bhawan Hospital administration.

It is recommended that Mr. Sanfrid Ruhoniemi be appointed to this post on his return from furlough in September 1973.

EC(1)-70/73. Education of missionaries' children. The request of WC-21/73 was discussed briefly, and passed on to the Board for further consideration.

EC(1)-71/73. Scholarship Committee. It was RESOLVED to appoint the following Committee to serve for the year 1973/74:

Mrs. Mary Karthak
Mrs. Lena Basnet
Mrs. Florence Bond
Miss Norma Kehrberg
Mr. R. B. Rai

Ex-officio: Executive Secretary
Functional Secretaries.

EC(1)-72/73. Legal status of UMN. The Executive Secretary reported that no further progress had been made in this matter.

EC(1)-73/73. Education work for blind students. The Education Secretary reported that HMG has plans for this work, and enquiries are being made about the possibility of UMN taking some part in teaching the blind.

EV(1)-74/73. Amendments to Constitutions. A number of amendments to the Constitutions and Bye-laws of the UMN, Tansen Hospital, Shanta Bhawan Hospital and ITID were accepted and presented to the Board for action.

The meeting was closed with prayer.

Minutes of the
BOARD OF DIRECTORS MEETING

held in Kathmandu, Nepal; 29-30 March, 1973

The Board of Directors met in UMN Headquarters, Kathmandu for its Annual Meeting on 29th - 30th March, 1973. Sessions began at 1.30 on the afternoon of 29th, continuing until 6.00 p.m.; and lasted on Friday 30th from 8.30 a.m. to 12 noon, and 2.00 - 5.00 p.m., with breaks for coffee morning and afternoon. Immediately after lunch on Friday, the members of the Board visited the site of the proposed new hospital in Lalitpur (Patan).

Devotions. Dr. Matt Peacock led the opening devotions on Thursday afternoon, basing his thoughts on the transfiguration, and the glory of Christ which we need to see today. Rev. Robert Karthak spoke on Friday morning on John 15 of the life of communion, cleansing and abiding in Christ.

BD-1/73. Schedule of Membership and Roll Call. The Schedule of member bodies of the United Mission to Nepal is as follows, with delegates present except as indicated:

a) Member bodies and their representatives:

1. Assemblies of God	Mr. A. McCabe
2. Baptist Missionary Society	Mr. B. Windsor (absent)
3. Bible & Medical Missionary Fellowship	Mr. M. Roemmele; Dr. R. Windsor
4. Christian Church (Disciples)	-
5. Church Missionary Society, Australia	Dr. J. Bavington
6. Church Missionary Society, U.K.	Dr. J. Bavington
7. Church of North India	Mr. A. C. Dharmaraj
8. Committee for Service Overseas	Dr. C. Kupfernagel; Mr. M. Drewes
9. Darjeeling Diocesan Council and Church of Scotland	Bishop D. D. Pradhan
10. Free Church of Finland	Miss K. Kormu
11. Gossner Mission	Rev. D. Hecker
12. International Christian University Church, Tokyo	-
13. Japan Overseas Cooperative Service	Mr. T. Nara
14. Mennonite Board of Missions and Charities	Mr. P. Kniss; Mr. W. Victor Dr. K. Sanders (absent); Dr. M. Peacock; Dr. M. Owen (alternate - absent)
15. Regions Beyond Missionary Union	Miss E. Cederholm Miss L. Ammann
16. Swedish Baptist Mission	Miss L. Russell
17. Swiss Friends Mission	-
18. United Fellowship for Christian Service	Dr. C. L. Joshi
19. United Church of Canada	Rev. G. Ruff; Mr. R. Berger
20. United Methodist Church, USA	-
21. United Presbyterian Church, USA	Rev. A. Berg; Mrs. V. Berg
22. Wesleyan Church of America	-
23. World Mission Prayer League, USA	Rev. H. Øverby
24. World Mission Prayer League, Norway	

b) Representatives of Nepali Community:

Rev. R. Karthak
Mr. P. Rajan

c) Co-opted members (Associate member bodies):

1. Episcopal Church of USA - none
2. Leprosy Mission - Dr. V. Das
3. Mennonite Central Committee - Mr. N. Janzen.

d) Ex-officio members:

Executive Secretary - Rev. F. Wilcox
Treasurer - Mr. I. Stuart
Education Secretary - Miss M. McCombe

Health Services Secretary - Dr. G. Mack
Tansen Area Superintendent - Dr. P. Dodson
Gorkha Acting Area Superintendent - Miss F. Swenson
Workers Conference Representative - Mr. I. Colterjohn
Shanta Bhawan Hospital Board Representative - Dr. N. Iwamura
I.T.I.D. Board Representative - Mr. T. Mogedal.

BD-2/73. Schedule and Agenda, etc. The schedule as outlined above was accepted, and the agenda approved as presented by the Executive Secretary. The Chair was taken by the Vice President in the absence of the President. The Executive Secretary outlined briefly the structure of the UMN and its administration.

BD-3/73. Confirmation of Minutes. The Minutes of the Board of Directors Meeting held on 23-24 March, 1972 had been circulated, and were approved and confirmed.

BD-4/73. Annual Reports. Reports from the various projects of the Mission for 1972 had been circulated to the members prior to the meeting, in duplicated form. These were accepted, together with brief verbal reports at the time of the meeting, as follows:

- a) Executive Secretary - Appendix B to these Minutes.
- b) Headquarters - Appendix C to these Minutes.
- c) Special Projects - Appendix D to these Minutes.
- d) Community Health Advisory Team - Appendix E to these Minutes.
- e) Tansen Area - Appendix F to these Minutes.
- f) ITID, Butwal - Appendix G to these Minutes.
- g) Boys' Boarding School, Pokhara - Appendix H to these Minutes.
- h) Gorkha Project - Appendix I to these Minutes.
- i) Shanta Bhawan Hospital - Appendix J to these Minutes.
- j) Girls' High School, Kathmandu - Appendix K to these Minutes.
- k) Bhaktapur Hospital - Appendix L to these Minutes.
- l) Okhaldhunga Dispensary - Appendix M to these Minutes.
- m) Anandaban Leprosy Hospital (courtesy) - Appendix N to these Minutes.
- n) Treasurer and Provident Fund - Appendix O to these Minutes.
- o) Auditor (verbal).

BD-5/73. Annual Financial Statements. The Financial statements for 1972 for the various projects, which appear in the appendices with the reports, were accepted as presented by the Executive Committee.

BD-6/73. Annual Report to HMG. Copies of the condensed Annual Report, written for submission to H.M.G., had been circulated to members of the Board, and this was accepted with thanks.

BD-7/73. Workers' Conference Report. Mr. Ian Colterjohn, the appointed representative of the Workers' Conference, reported on the Conference which was held this year in Kathmandu, March 8 - 12. A discussion followed on the situation of the Church in Nepal today. The Minutes of the Conference appear as Appendix P to these Minutes, and the various recommendations made therein were dealt with as the matters of business appeared on the agenda of the Board.

BD-8/73. UMEDA Board Members. It was RESOLVED to appoint the following persons as members of the UMEDA Board for the year 1973/74:

Mr. J. Lindell; Mr. I. Stuart; Rev. P. Wagner; Rev. F. Wilcox.
Alternate - Mr. S. Ruchonniemi.

It was recommended that Mr. Rieder be approached to serve as a co-opted member.

BD-9/73. Shanta Bhawan Hospital Board members. It was RESOLVED to appoint the following members to the Shanta Bhawan Hospital Board for the year 1973/74:

Community Representatives: Dr. J. S. Malla; Rev. M. Moran; Col. L. J. Thapa.
UMN Board Representative: Dr. M. Owen.

BD-10/73. Appointment of Personnel Secretary. (Ref. EC(2)-53/72, WC-9/73). It was RESOLVED to appoint Mr. Asbjorn Voreland as Personnel Secretary for a three year term from the time of his return from furlough in July 1973.

BD-11/73. Appointment of Treasurer. (Ref. EC(2)-54/72, WC-10/73, EC(1)-62/73). It was RESOLVED that Rev. Frank Wilcox be appointed Acting Treasurer from 1st November until the time of the next Board meeting, and to ask the Executive Secretary to appoint Mr. Suresh Sharma as assistant to the Treasurer, and acting Auditor for the Kathmandu Valley from 1st April 1973.

BD-12/73. Appointment of Gorkha Area Superintendent. (Ref. EC(2)-56/72, WC-11/73). It was RESOLVED that Miss Frances Swenson be appointed Gorkha Area Superintendent for a three year term from the time of this meeting.

BD-13/73. Appointment of Tansen Area Superintendent. (Ref. EC(2)-55/72, WC-12/73, EC(1)-63/73). It was RESOLVED that Dr. William Gould be appointed as Tansen Area Superintendent for a three year term from the time of Dr. Dodson's departure on furlough; with the proviso that Dr. Gould's clinical work emphasise the role of consultant surgeon, and that adequate staff be available in Tansen to whom routine work must be delegated.

BD-14/73. Appointment of Kathmandu Area Superintendent. (Ref. WC-13/73, EC(1)-64/73). It was RESOLVED that the post of Kathmandu Area Superintendent be left vacant, but that the Executive Secretary be asked to appoint Mr. Asbjorn Voreland to represent the smaller projects in the Kathmandu Valley, and to attend the Board and Executive Committee meetings as a co-opted member.

BD-15/73. Appointment of Health Services Secretary. (Ref. EC(2)-57/72, WC-14/73, EC(1)-65/73). It was RESOLVED that a joint appointment be made of the Executive Secretary, Dr. Trevor Strong and Dr. Noboru Iwamura, for a one year term in the first instance.

BD-16/73. Appointment of Technical Services Secretary. It was RESOLVED that no appointment be made to this post at this time.

BD-17/73. The UMN and cooperation with HMG. A paper on this subject, written by Mr. Jonathan Lindell and accepted by the Executive Committee in November 1972, was circulated. It was RESOLVED to adopt this as a further definition of the working policy of the UMN in this new era of close cooperation with HMG. This article is found as Appendix Q to these Minutes.

BD-18/73. The UMN and Salvation. A further paper, prepared by the Executive Secretary, and accepted by the Executive Committee in November 1972, had also been made available to members of the Board. It was RESOLVED to adopt this as a guide for the use of member bodies, new workers, enquirers etc. It is found as Appendix R to these Minutes.

BD-19/73. Education of Missionaries' Children. After discussion of the request of WC-21/73, it was RESOLVED:

- That a committee be formed, and that it be instructed to examine the question of the education of all UMN missionary children, using as guidelines the principles already established in Constitution IV, B, and Board actions BM-63/67, BM-58/68, and BD-23/72;
- That in the meantime the UMN administration remind all member bodies of their responsibilities for the full financial support for the education of their missionaries' children;
- That the following persons constitute the committee: Mr. A. Voreland (Chairman), the Executive Secretary, Mrs. E. Mowll, Dr. D. Roche, and Mr. R. Wittur.
- That the committee be asked to report to the Executive Committee in either November 1973 or April 1974.

BD-20/73. Tansen-Pokhara ANM School. Further to the decision of the Board in BD-24/72, it was reported that HMG had now altered the plans for a Tansen-Butwal ANM School to a Tansen-Pokhara ANM School. It was RESOLVED:

- To rescind the action of BD-24/72;
- To approve the establishment of this School in cooperation with HMG, and the building of the necessary hostel and teaching facilities at Pokhara.

BD-21/73. ITID Agreement. The Executive Secretary reported that the long awaited agreement between HMG and UMN concerning the ITID had been finalised and signed in January 1973. Copies of this agreement were circulated to members of the Board.

In connection with discussion on the ITID Report for 1972, it was RESOLVED to request the Executive Secretary to note the many suggestions made, and to bring these to the attention of the ITID Board and to members of the UMN working in Butwal.

BD-22/73. Okhaldhunga Project. The Executive Secretary reported that since the time of the last Board Meeting, an invitation had been received from HMG to

participate in the building and initial running of a district hospital in Okhaldhunga. It was noted that negotiations are under way for the finalising of an agreement, and RESOLVED to approve the steps already taken, and to request the Executive Secretary to submit the agreement to the Executive Committee for review before it is finally signed.

BD-23/73. Shanta Bhawan Hospital. The Executive Secretary again reported that developments since the last meeting of the Board included an invitation from HMG for the UMN to cooperate in the building and establishing of a new hospital in Patan (Lalitpur), rather than on the present SBH site. A copy of the draft agreement concerning this hospital, in almost final form, was studied by the Board. It was noted with appreciation that HMG had accepted amendments to items Nos. 11 and 18 in their preparation of this final draft. It was RESOLVED:

- a) That the action of BD-26/72, b) be rescinded;
- b) That approval be given to the building of the new Lalitpur Hospital in cooperation with HMG;
- c) That the following amendments to the draft agreement for the new hospital, between HMG and UMN, be proposed to HMG:
 - i) No.8, g. It is considered preferable that (a) the Community Representatives be not restricted to the Lalitpur District, and (b) the existing procedure for electing Community Representatives be continued. The proposed amendment reads:
"Representative, Community - Member (three, nominated by the Nominating Committee of the Board).
 - ii) No.19. It is considered necessary that the word "matrai" be deleted from the Nepali draft of the agreement.

Acceptance of both amendments is a prerequisite for ratification by this Board. If the amendments are not accepted by HMG, the Board authorizes the Executive Committee to review the negotiations and finalize the draft.

BD-24/73. Girls' High School, Kathmandu. The expected implementation of the New Education Plan in relation to the Mahendra Bhawan property was discussed. It was RESOLVED to request the Executive Secretary to refer to the Executive Committee concerning a transfer of any Mission-owned property; also to request the Executive Secretary to investigate the whole question of obtaining a power of attorney for action in behalf of the Mission.

BD-25/73. UMN General Agreement. The Executive Secretary reported for information of the Board members that an application would be made during 1973 for renewal of the UMN General Agreement, which expires in January 1975.

BD-26/73. UMN Constitution and Bye-laws. Proposed amendments to the UMN Constitution and Bye-laws, and also to those of various institutions of the UMN, recommended by the Executive Committee and by the Managing Boards of institutions, were considered. It was RESOLVED to approve the following amendments to the UMN Constitution and Bye-laws, the one marked ** requiring ratification by the Board in April, 1973:

- A) Ratification of BD-19/72, Nos. 1, 2 and 5.
- **B) Const. V, B, 1. Add "...and the Nepal Christian Fellowship."
- C) Bye-law VI, C, 3. Add "...and Personnel Secretary".
- D) Bye-law VIII, A, 3, d. After "...together with he", add "Personnel Secretary."
- E) Bye-law VII, F, new 7: (Duties of Area Superintendent):
"He shall be an ex-officio member of all Project Management Boards and Committees in his area, and shall receive minutes of all such meetings."
- F) Bye-law IX, new para I:
"I. Sick leave. Should any Board Appointee be subject to continued or recurrent ill-health for three months in any twelve month period, his/her case shall be referred by the Project Director to the Executive Secretary, who shall, in consultation with the Health Services Secretary, consider the matter with a view to replacement of the worker, or other action deemed necessary."

BD-27/73. Tansen Hospital Bye-laws. It was RESOLVED to approve the following amendments:

- A) Bye-law B, Introduction: Change "three" to "...each of the four..."
- B) Bye-law V,A,2: After "Superintendent of Nurses", add "...and the Director of Nursing Education..."

BD-28/73. UMEDA Bye-laws. It was RESOLVED to approve the following amendment:

Bye-law 9.3: Delete the words "or its Director", and add the following sentence: "UMN personnel seconded to serve in executive positions in such companies or organizations shall ordinarily not be appointed by UMEDA as Directors in the same company or organisation."

The UMEDA Constitution and Bye-Laws are found as Appendix S to these Minutes.

ED-29/73. Shanta Bhawan Hospital Constitution and Bye-laws. It was RESOLVED to approve the following amendments, of which those marked ** require ratification at the next meeting of the UMN Board. The amended Shanta Bhawan Hospital Constitution and Bye-laws appear as Appendix T to these Minutes.

I) Re Community Representatives and their nomination.

**a) Const.V: Add new 13: "To constitute a Nominating Committee consisting of the Chairman of the Board (Convenor), the Executive Director and the Hospital Staff Committee representative."

**b) Const.VI,A,4: Alter to read: "Community Representatives - The Nominating Committee shall present a panel of names to the UMN Board for election to membership."

II) Re Superintendent of Community Health Services in SBH administration:

**a) Const.VI, Introduction: Change "three" to read, "...and four ex-officio non-voting members."

**b) Const.VI, Section B: Add "4. Superintendent of Community Health Services."

c) Bye-law I,A: Add "6. Superintendent of Community Health Services."

d) Bye-law IV - See amendment to whole Bye-law given in III below.

e) Bye-law V, A:

i) Delete in 6, "two members", and insert "one member" so that it will read: "One member elected by the professional and administrative staff who are direct appointees."

ii) Re-number 6 and 7 as 7 and 8 respectively, and insert a new item: "6. Superintendent of Community Health Services."

III) Re Executive Director in SBH Administration.

**a) Const.V,A,5: Alter "Medical Director" to read "Executive Director".

**b) Const.VI,B,1: Alter "Medical Director" to read "Medical Superintendent". Under the four listed non-voting members, add in parentheses: "(The Executive Director will always be one of the hospital officers listed above, and therefore a non-voting, ex-officio member of the Board.)"

c) Bye-law I,A,1: Alter "Medical Director" to read "Medical Superintendent".

3: Alter "Assistant Medical Director" to read "Assistant Medical Superintendent (an optional appointment)".

6: After No.6 add: "One of the above shall also be appointed Executive Director".

d) Bye-law II,C,1: Alter "Medical Director" to read "Executive Director".

e) Bye-law II,C,4: Alter "Medical Director" to read "Executive Director".

f) Bye-law V,A, Introduction to be amended to read:

"Internal Coordinating Committee :

The Internal Coordinating Committee, of which the Executive Director shall be the Chairman, shall assist the Executive Director in the day-to-day, as well as long-range, matters pertaining to the operation of the hospital. Other members of the Committee shall be the following:

1. Medical Superintendent. (Delete "Chairman").
3. Assistant Medical Superintendent.

g) Bye-law V,B: Alter "Medical Director" to read "Medical Superintendent".

h) Bye-law V,D; Introduction: Alter "Medical Director" to read "Medical Superintendent".

No.1: Alter "Medical Director" to read "Medical Superintendent". Add new No. "9. Executive Director".

i) Bye-law V,I: Alter "Medical Director" to read "Executive Director".

j) Bye-law IV: Duties of Officers: The following is a complete revision of this Bye-law, to include the new posts of Executive Director and Superintendent of Community Health Services, and adjustments of duties of other officers accordingly.

A. Executive Director.

The Executive Director of the Hospital shall be the head of the institution, and shall report to and be responsible to the Hospital Board. Specifically his responsibilities shall include:

1. Acting as the executive of the Hospital in implementing the policies of the UMN and the Hospital Board related to the Hospital.
2. Recommending to the Hospital Board the appointment or dismissal of those institutional personnel designated as UMN personnel. In these matters, he shall receive recommendations from the Administrative Officer, Medical Superintendent, Superintendent of Nursing Services, Superintendent of Nursing Education and Superintendent of Community Health Services for those UMN personnel who are responsible to them.
3. Acting as the official medium of communication between UMN and the officers and staff of the Hospital, and in like manner as the official medium of communication between the personnel of the Hospital and the Hospital Board.
4. Serving as an ex-officio member of all Hospital Committees.
5. Acting as final authority in all disciplinary matters within the Hospital, subject to appeal through proper channels to the Hospital Board.
6. Carrying out periodic studies on matters related to long term institutional plans for presentation to the Hospital Board.
7. Being the recognized correspondent for the Hospital.
8. Being one of the officers empowered to sign and endorse institutional cheques.
9. Being responsible for welcoming, entertaining, and if necessary housing guests of the Hospital, and distributing information and maintaining good public relations for the Hospital.
10. Managing the administrative affairs of the Hospital within the policies established by the Hospital Board.
11. Delegating an acting Executive Officer in his absence.
12. Developing, with staff assistance, plans for the continued improvement of the administration of the Hospital.

B. Medical Superintendent.

The Medical Superintendent shall be a person with registrable medical qualifications. He shall be directly responsible to the Executive Director. Specifically his responsibilities shall include:

1. Being responsible for the admission, treatment and discharge of all patients.
2. Being responsible for the plans, policies and operation of medical and adjunct diagnostic and therapeutic departments.
3. Arranging and expediting a program embracing organization, education, supervision and evaluation of the clinical work of the Hospital.
4. Improving the professional stature of the Staff.
5. Employing and being responsible for the status, welfare, discipline and dismissal of members of staff reporting to him in accordance with Bye-law II, C, except those designated as UMN personnel.

C. Administrative Officer.

The Administrative Officer shall be the chief business officer of the Hospital. He shall be directly responsible to the Executive Director. Specifically his responsibilities shall include:

1. Managing the business affairs of the Hospital.
2. Maintaining, altering, renovating and constructing the physical property of the Hospital.
3. Purchasing, storing and issuing all stores for the Hospital.
4. Maintaining an inventory of equipment and property of the Hospital.
5. Being responsible for preparation and distribution of diets for patients and Hospital personnel.
6. Employing and being responsible for the status, welfare, discipline and dismissal of members of staff reporting to him in accordance with Bye-law II C, except those designated as UMN personnel.
7. Reviewing and coordinating and recommending, in consultation with the Executive Director and permanent staff, salary scales of the Hospital personnel other than UMN personnel.
8. Preparing and maintaining Hospital records and statistics.

9. Housing all staff and students entitled to housing at the Hospital.
10. Preparing and recommending, in consultation with the Executive Director, budgets for the operation of the Hospital for presentation to the Hospital Board.
11. Presenting, in conjunction with the Executive Director, an annual audited statement to the Hospital Board and the UMN.
12. Establishing fee scales in consultation with the Medical Superintendent, the Executive Director and the professional staff.
13. Collecting, keeping in custody, accounting and disbursing Hospital funds.
14. Maintaining an effective system of expenditure controls by means of regulations, internal audits and periodic financial reports.
15. Operating the banking accounts of the Hospital.

D. Assistant Medical Superintendent.

This is an optional appointment. The Assistant Medical Superintendent shall be a person with registrable medical qualifications and will assist the Medical Superintendent in medical affairs of the Hospital. He shall report to and be responsible to the Medical Superintendent. Specifically his responsibilities shall include:

1. Being in charge of the medical work of the Hospital in the absence of the Medical Superintendent.
2. Being responsible for the health of the staff of the Hospital, delegating responsibility to other medical staff when advisable.
3. Undertaking such tasks as are delegated by the Medical Superintendent.

E. Superintendent of Nursing Services.

The Superintendent of Nursing Services shall be the chief administrative officer of the Nursing Services Staff of the Hospital. She shall be a person with registrable nursing qualifications. She shall report to and be responsible to the Executive Director. She shall work in close cooperation with the Superintendent of Nursing Education and the Medical Superintendent. Specifically her responsibilities shall include:

1. Providing and improving the nursing services and patient care according to the stated purposes of the Hospital.
2. Developing, directing, coordinating and evaluating the plans and policies for the program and administration of the nursing services and for the welfare of the nursing services staff.
3. Appointing, promoting or dismissing members of the nursing services staff, in accordance with Bye-Law II,C, except those designated as UMN personnel.
4. Being responsible for the discipline of the Nursing Services staff.

F. Superintendent of Nursing Education.

The Superintendent of Nursing Education shall be the chief administrative officer of the School of Nursing. She shall be a person with the necessary qualifications for such a position. She shall report to and be responsible to the Executive Director re budgeting, UMN personnel, and other non-academic matters not specifically under the jurisdiction of the Institute of Medicine of Tribhuwan University. She will report on the operation of the School to both the Institute and the Executive Director, and will work in close cooperation with the Superintendent of Nursing Services. Specifically her responsibilities shall include:

1. Developing, directing, coordinating and evaluating of plans and policies for the program and administration of the School of Nursing and for the welfare of the Nursing School staff and students.
2. Selecting students for admission to the School of Nursing in keeping with the policies of the Institute of Medicine.
3. Appointing, promoting and dismissing the Nursing School staff in accordance with Bye-law II,C, except those designated as UMN personnel or University employees.
4. Being responsible for the discipline of the Nursing School staff and students.

G. Superintendent of Community Health Services.

The Superintendent of Community Health Services shall be the chief administrative officer of the Community Health Services. He shall

report to and be responsible to the Executive Director. Specifically his duties shall include:

1. Offering, providing and coordinating the personnel and financial resources of the Hospital to assist the Lalitpur District Panchayat and other agencies in development of their comprehensive health care programs.
2. Developing, directing, coordinating and evaluating the plans and policies for the programs and administration of the Community Health Services.
3. Employing and being responsible for the status, welfare, discipline and dismissal of members of staff reporting to him in accordance with Bye-law II,C, except those designated as UMN personnel.
4. Reporting to the Hospital Board through the Executive Director concerning the activities and accomplishments of the Community Health Services.

BD-30/73. Election of Executive and Finance Committees. On receipt of the recommendation of a Nominating Committee, composed of Rev.A.Berg (Convenor), Rev.F. Wilcox and Dr. C. Kupfernagel, it was RESOLVED to appoint the following members to serve on the Executive and Finance Committees for the year 1973/74:

Executive Committee:

President:	Rev. G. Ruff
Vice President:	Rev. A. Berg
Other members:	Mr. M. Roemmele Miss E. Cederholm Dr. C. L. Joshi Dr. C. Kupfernagel Mr. A. McCabe Rt. Rev. D. D. Pradhan

Finance Committee: Rev. A. Berg (Chairman)
Rev. G. Ruff

Alternate: Mr. M. Roemmele.

BD-31/73. Dates of next meetings. It was agreed to fix the meetings for the coming year as follows:

Finance Committee:	November 5, 1973.
Executive Committee:	November 6-7, 1973.
Finance Committee:	April 2, 1974.
Executive Committee:	April 3-4, 1974.
Board of Directors:	April 4-5, 1974.

BD-32/73. Vote of thanks. The Chairman expressed the gratitude of the Board members to the various UMN members in whose homes they were staying, and to those who had prepared materials for use at the Board Meeting.

The meeting was closed with prayer.

APPENDIX A

Minutes of the Finance Committee Meeting

26-27 March, 1973

The meeting of the Finance Committee was held in the Board Room of Headquarters, beginning Monday, 26th March, 2.00 - 6.00 p.m., and continuing on Tuesday, 27th March, 8 a.m. to 12.15 p.m. Rev. G. Ruff, Chairman of the Committee, opened the meetings with brief devotions.

Present: Rev. G. Ruff (Chairman); Dr. K. Sanders (absent); Mr. M. Roemmel (alternate); Rev. F. Wilcox; Mr. I. Stuart; Dr. T. Strong.

FC(1)-1/73. Minutes of previous Meeting. The Minutes of the meetings held on 6th and 10th November, 1972 were accepted as circulated, and confirmed.

MATTERS ARISING FROM MINUTES

FC(1)-2/73. Tansen Hospital Trends. Ref. FC(2)-4/72, i. The analysis of trends and costs requested in the Finance Committee meeting of November 1972 was presented and studied in detail. It was RESOLVED to express the appreciation of the Committee for the response to this request and the excellent paper presented, showing that the hospital administration has made a careful study of the subject and has maintained a good standard of economy; and to make the following suggestions:

- a) That more private patient clinics and consultations be encouraged, charging higher consultation fees for such private patients, and that 10% of the total beds be reserved for private patients;
- b) That the UMN explore the possibility of obtaining increased grants from HMG in view of the fact that the Tansen UMN Hospital is covering medical work for a large area of Nepal and could work in cooperation with HMG in this hospital, with HMG paid doctors and HMG grants; and also as the UMN is taking a large share in the ANM School, which requires heavy capital outlay and a high standard in the hospital.
- c) That note be made that a salary expenditure of 50% of total costs is normal in a general hospital of this size; and that maintenance costs are probably largely due to the increased size of the whole hospital plant, as the main buildings are not much more than ten years old.

FC(1)-3/73. Tansen Hospital Revised Capital Budget for 1973. Ref FC(2)-4/72, iii. The revised figures were carefully considered, and it was RESOLVED to recommend to the Executive Committee:

- a) That the approval previously given for a budget item of Rs.100,000 for a guesthouse be rescinded;
- b) That the new item of Rs.150,000 be approved for staff housing of 3 units at Rs.50,000 each;
- c) That the item for Rs.40,000 for laundry be referred back to the project for more thorough study and presentation of realistic figures in terms of a long-range plan, taking into account housing, equipment, water supply, etc;
- d) That the remaining items of the revised Capital Budget be approved.

FC(1)-4/73. Shanta Bhawan Hospital Revised Capital Budget for 1973. Ref. FC(2)-9/72, b. The revised budget presented by Dr. Strong was studied and accepted for recommendation to the Executive Committee.

FC(1)-5/73. Bhaktapur Hospital Revised Capital Budget for 1973. Ref. EC(2)-11/72, a and b. The revision of the whole Improvement Plan of 1969 was scrutinised, this being incorporated into a total revised budget for 1973. It was RESOLVED to accept this revised Capital Budget for recommendation to the Executive Committee.

FC(1)-6/73. Bhaktapur Hospital General Budget for 1973. The revised General Fund Budget for the hospital, as requested in FC(2)-11/72, c, was submitted, and this was accepted for recommendation to the Executive Committee for approval.

FC(1)-7/73. 5% Service Charge. The current policy of charging 5% Service Charge on capital grants was discussed. It was RESOLED to recommend that the policy as stated in FC(2)-6/68 be reaffirmed, as follows:

"It was RESOLED that a 5% administrative service charge be taken on all capital and designated gifts (for land, building, equipment - not on scholarships) received by the UMN Treasurer or directly by projects on sums over Rs.100, of items approved in the 1968 budgets and thereafter; all capital budgets should be built to include this 5% charge. This charge is to be realized when the money is transferred by the Treasurer to the Project, or if received directly by a Project it is to be reported and adjusted with the Treasurer at the time of receipt. For further guidance, see past actions in Minutes EC-17/66, and FC-2,b,ii, March 1968."

Also, that the Treasurer be requested to remind Project leaders and Business Managers that the 5% for Service Charge should be included in the budget figures submitted for approval.

FC(1)-8/73. Grant for Aviation. The Treasurer reported that negotiations are continuing concerning the sum of Rs.72,197/- designated for aviation, but that to date no definite information has been received about its possible redesignation.

ANNUAL STATEMENTS FOR 1972

FC(1)-9/73. Annual Statements. The Annual financial statements for the various projects were studied and accepted for recommendation to the Executive Committee, with the following comments:

- a) Headquarters. It was noted that there was considerable over-expenditure in the item for printing, postage and office supplies.
- b) Scholarship Program. It is suggested that the UMN might make a grant towards the general scholarship fund item, in recognition of the importance of this Program.
- c) Tansen Hospital. It is recommended that the deficit of Rs.21,141.14 for 1972 in the Hospital General account be met from the Treasurer's General Fund.
- d) Butwal Outreach Program. It is recommended that:
 - i) The Program be allowed to retain their excess of Rs.2,136.07 from 1972 for use in 1973;
 - ii) That, in anticipation of Dr. Mogedal's return to Butwal in late August 1973, a proportionate general fund grant of Rs.3,000/- be made for the running of the Program during the last four months of the year. Any further request for a supplementary grant made at the November meeting of the Finance Committee will be taken into consideration at that time.
- e) Gorkha Hospital. In view of the rising costs of running the hospital and the lack of corresponding rise in fees, it is recommended that should the Hospital need a supplementary general fund budget grant before the time of the next Finance Committee meeting, the members of the Finance Committee resident in Kathmandu be authorised to deal with such a request at that time.

FC(1)-10/73. Auditor's Report. The Treasurer reported that Miss Broom had completed audits on the following projects for the year 1972, which audits were satisfactory and accepted:

Bhaktapur, Butwal, Building Department, Children's Hostel, Mahendra Bhawan, Okhaldhunga, Padma Sadan, C.H.A.T., Scholarship Program, Tansen, and Tibetan Camp.

The Treasurer's accounts and the Provident Fund accounts for 1972 had been audited by Messrs. Krishnaswamy, and these were also accepted. Audits not yet completed are: Shanta Bhawan Hospital, Gorkha Project, Communications Committee.

It was also reported that Miss Broom had completed audits of the Headquarters accounts for 1971 and 1972, and the Finance Committee studied these audit reports. It was noted that certain misunderstandings were pointed out regarding these accounts, and assurance was given that steps have been taken to remedy these in the accounting system so that details of payments and refunds are clear and such confusion will be avoided in the future.

OTHER MATTERS

FC(1)-11/73. Supplementary General Fund Budget Items. It was RESOLVED to recommend the granting of the following supplementary grants from the Treasurer's General Fund for 1973:

a) Headquarters.

Executive Committee Travel - an additional Rs.8,000.
Office supplies, postage, etc. - " 7,000.

b) Tansen Area:

Butwal Outreach Program, ref.FC(1)-9/73,d)ii. 3,000.

c) Shanta Bhawan Hospital:

Community Health Program Travel- additional 10,000.

d) Scholarship Program: To general scholarships - 50,000.

This is a one-time grant in this instance.

The UMN recognises the importance of the scholarship work, and is at present in a position to give some financial assistance to this work without prejudicing the other projects.

e) Bhaktapur Hospital:

In the event that a Nepali doctor be employed, a grant of Rs.800/- a month from that time for additional salary expenditure.

FC(1)-12/73. Supplementary Capital Fund Budget Items. It was RESOLVED to recommend for approval the following supplementary items in the capital budgets of various projects for 1973:

a) Headquarters:

Shelves for office	735.
Additional work done to office windows	630.
Lattice trellis for HQ garden	1,050.
2 filing cabinets for office	<u>1,835.</u>
	4250.

b) Gorkha, Luitel School:

Additional for Nepali typewriter	1500.
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c) Tansen Area, ANM School:

i) Hostel in Tansen -

Hostel No.1	120,000.
Hostel No.2	336,000.
Piping, tanks, pump and all guttering for rain water/pumping system	40,000.
Furniture	45,000.
Fencing and miscellaneous	59,000.
6 1/2% for Service Charge and Building Department charge	<u>39,000.</u>
	639,000.

ii) Hostel and educational facilities, Pokhara:

Hostel	560,000.
Furniture	30,000.
6 1/2% for Service Charge and Building Dept. charge	<u>38,000.</u>
	628,000.

FC(1)-13/73. Grants from Undesignated and Special Designated Funds held by Treasurer.
It was RESOLVED to recommend that the following grants be made:

a) Headquarters, from Undesignated Funds -

Shelves for office	735.
Additional work done to office windows	630.
Lattice trellis for HQ garden	1050.
2 filing cabinets for office	<u>1835.</u>
	4,250.

b) Tansen Hospital and Area -

i) From Hospital Equipment Fund -

Furniture and equipment for wards	4,000.
Suction machines	6,502.
Light for O.R.	3,150.
Weighing machines	2,100.
Ophthalmoscope/Otoscopes	3,150.
Delivery table	1,300.
X-ray equipment	2,500.
Customs for vehicle	<u>30,560.</u>
	53,262.

ii) From Medical Building Fund (with balance taken from Undesignated Funds) -		
Wiring for electricity	10,000.	
Roofing paint and sheets	<u>7,300.</u>	17,300.
iii) From undesignated Funds -		
Widening road	7,000.	
Renovation of bazar apartment	<u>6,000.</u>	13,000.
c) Gorkha Project, from School Equipment Fund -		
Additional for Nepali typewriter for Luitel school		1,500.
d) Shanta Bhawan Hospital -		
i) From Kathmandu Valley Clinics Fund (with balance from Medical Equipment Fund) -		
Community Health Program	28,000.	
ii) From Hospital Equipment Fund -		
Nursing School furniture and heaters	4,300.	
iii) From remainder of Hospital Equipment Fund (with balance from Undesignated Funds) -		
Hospital, for items listed in High Priority -	50,000.	
e) Bhaktapur Hospital, from Undesignated Funds -		
Paint	5,000.	

FC(1)-14/73. Executive Committee Travel. It was RESOLVED to recommend that the decisions of FC(2)-9/68 and EC(2)-72/70, b be rescinded; and that in future: meeting in October/November,

- The UMN pay air fares for Executive Committee members/from their stations in India to Kathmandu, and that exceptions may be authorised by the Executive Secretary;
- For the meeting in March/April immediately preceding the Board Meeting, members will bear their own expenses in accordance with the ruling of their member bodies, as for all the representatives to the Board Meeting

FC(1)-15/73. Education grants and capital funds. It was noted that when the UMN and UMN-assisted schools in Gorkha and Kathmandu are integrated at the end of 1973 into the New Education Plan, there may be a sum of Rs.168,440. General Fund grant available for other allocation in 1974; also that there may be capital funds in hand unspent, concerning which reference should be made to the donors for possible re-allocation.

FC(1)-16/73. Car for transport of missionaries' children to and from school. It was noted that this vehicle had been purchased for the above specific purpose, and that the Supervisor of the Hostel had been requested to organise the running of the vehicle. To clarify the situation, it was RESOLVED that the following statement be recorded:

- That the United Mission is the owner of the vehicle.
- That the UMN administration be requested to appoint members to a Vehicle Committee to deal with matters concerning this vehicle.
- That the vehicle is on loan to the Children's Hostel for their use, as long as they need it, when it is not in use for transport of children to and from school;
- That any profit made from the running of the vehicle be deposited to a Vehicle account set up as a running, maintenance and replacement fund.

FC(1)-17/73. Building Department salaries. A proposed set of salary scales for the employees of the Building Department was presented and discussed. It was RESOLVED to recommend that these be accepted.

FC(1)-18/73. C.H.A.T. Bank account. It was RESOLVED to recommend to the Executive Committee that a current account be opened in the name of the UMN Community Health Advisory Team in the Nepal Bank Ltd., Kathmandu, to be operated by the Project Director, Miss M. Robinson, and the UMN Treasurer, signing singly.

FC(1)-19/73. Income Tax. Further to the request of the Workers Conference in WC-18/73, the Finance Committee felt it would be advisable to recommend

that any UMN members requiring assistance with the filing in of income tax returns should approach Messrs. Krishnaswamy, whose charge would be Rs.50/- per return. It might be possible to locate another competent expert in the Lumbini/Palpa area who could assist UMN members in that area. The Executive Secretary reported that there is an application for exemption from income tax for UMN members with HMG at present, and this is being considered.

FC(1)-20/73. Provident Fund. Queries were raised concerning the rate of contributions made to the Fund, and also the present ruling governing refunds to those leaving the employment of the UMN. It was RESOLVED to recommend that a Committee be requested to examine all the details of the Provident Fund rules, and to bring a recommendation to the next meeting of the Finance Committee; this Committee to consist of the members of the F.C. resident in Kathmandu, with assistance from the Area Superintendent in Gorkha and the Administrative Officer in Tansen.

FC(1)-21/73. Lost Drugs. It was RESOLVED to recommend that a sum of Rs.2,410/-, covering the cost of two consignments of drugs which have been lost between Shanta Bhawan, Headquarters and Gorkha, be refunded to the Gorkha Project from the Treasurer's Contingency Fund.

FC(1)-22/73. Capital Fund for UMN Pharmacy Store. On consideration that the Drug Store, presently placed at Shanta Bhawan, supply all drugs to a number of UMN medical projects, it was realised that this matter requires further investigation and possible financial assistance. It was RESOLVED to recommend that the Committee defined in FC(1)-20/73 above be requested to study the subject, and to bring its recommendation to the next Finance Committee meeting, bearing in mind the provision found under FC(3)-12/73.

FC(1)-23/73. Salary Scales. A new 13-grade salary scale was presented by the Business Committee, based on the scale presented and accepted in November 1972, but with some revisions. After discussion on this matter, it was RESOLVED to recommend to the Executive Committee:

- a) The acceptance of the new 13-grade scale, which incorporates into the new salaries the previous old-scale salary, the previous Rs.50/- Special Allowance, and the new Rs.15/- Special Allowance proposed in November 1972;
- b) That this new scale be implemented retro-actively from 1st January, 1973; further that future increments will be given only on 1st January of each year to employees to whom this scale applies;
- c) That the transfer of present employees into the new scale, as at 1st January 1973, be made at the same chronological position as they held on the old scale, i.e. retaining their years of service and number of increments on the new scale, but with the advantages and increases of the new scale; any discrepancy found in such transfers to be resolved at the discretion of the project administration concerned;
- d) That in the event of a dispute between an employee and the administration of a project concerning the former's placement in the new salary scale, the members of the Finance Committee resident in Kathmandu be the court of appeal to which such a dispute may be brought for final decision;
- e) That the members of the Finance Committee resident in Kathmandu be authorised to make allocation of funds to projects to cover increased cost of salaries within the Rs.100,000 set aside for this purpose in the Treasurer's 1973 budget; any additional askings for this purpose to be submitted to the Finance Committee in November for consideration, together with proper evidence of the need for such grants;
- f) That school teachers remain on the present salary scale and Special Allowance, in accordance with the request of HMG that all salaries of educational employees be frozen, pending integration into the New Education Plan at the end of 1973;
- g) That the various institutions be asked to make preliminary draft job descriptions which should be pooled, and final job descriptions defined from these drafts, possibly with the help of an outside expert. Projects should be informed what details these job descriptions should cover.

h) That the UMN policy be emphasised that all employees who do not hold appropriate government, or government-recognised, certificates for the posts in which they are working should be encouraged to obtain these. To this end it is further recommended that after 1975 the salaries of such persons holding posts in the UMN without the necessary academic qualifications be frozen until such time as these are obtained; exceptions to this ruling to be made at the discretion of the head of the institution for the convenience of staffing the unit.

This new 13-grade salary scale, plus the Building Department salary scale, appears as Appendix X to these Minutes.

UNITED MISSIONS TO NEPAL SCHOLARSHIP COMMITTEE

Minutes of the meeting held at Padma Sadam, on ~~Thursday~~ Wed., Jan. 31, 1973, at 7:45 P.M.

Present: Rev. Frank Wilcox (Chairman), Dr. Gordon Mack, Mr. P.B. Rai
Ms. Margaret McCombe, Ms. Norma Kerhberg, Ms. Florence Bond.

The meeting was opened with prayer.

I. Minutes

The following was added to the minutes of the last meeting after which they were accepted as correct.

H. Krishna Bhatta:

If Krishna Bhatta leaves his post without completing his bond, he should repay the scholarship committee the regular amount for a General Scholarship without the additional granted for in-service Scholarship. The Secretary is instructed to ask Mr. Stuart if this may be taken from this Provident Fund account.

I. New Salary Scale: It was decided that those on in-service scholarship should receive increase in salary needs.

J. Hostel Deposit: Sano Thimi Students

Suggested that the student be given Rs. 64 65 for deposit and that it be re-paid at Rs. 10 per month until paid.

Matters Arising

A. AID- English Charity

Received a reply to our inquiry about the type of child they will help and they included the guide lines. It was pointed out that no money has been received yet for the children we have applied for. D. Johannsen has another child whom he'd like to submit. It was moved and seconded that the Secretary write again to clarify matters and inquire: "If we select 15 children, within the guidelines, can they assure us that these 15 will be chosen."

Also inquire about the names of the children we have sent in.

B. Bir Bahadur Khawas

The Secretary has been asked to contact the All India Institute through Ernie Campbell in Delhi, and ask about the Hospital Adm. Course in India. Also ask Dr. Strong to explore the Adm. training program of the Catholic Hospital Assoc.

Amendment: It is our policy to encourage scholarship applicants where at all possible to study in Nepal or adjoining countries in Asia.

II: New Business

A. Krishna Bhatta

The Secretary reported that it is not possible to take his Provident Fund to repay his Scholarship. He has been informed that he is to pay back Rs. 150 per month, which is the regular amount for a General Scholarship.

B. Travel for Sherpa Students

Unless there is a disability or a Sherpa girl has to travel alone, the Scholarship Comm. will not take responsibility for vacation transportation.

Information has been received that most of the Sherpa students being helped are from one or two families who can afford to pay the transportation. Mr. Rai and Ms. Kerhberg are to look into this.

C. Dafton Sada

The minutes were checked and no vacation pay is to be granted for Christmas 1972.

D. Bhoj Raj Marahatta

His services are not needed in Gorkha. He will be freed from his bond if U.M.N. cannot use his services. Dr. Mack is to inquire from Dr. Shah about the possibility of Bhoj Raj going to Tansen to teach in the A.M. School.

E. Ramesh Chandra Adhikari

Medical bill submitted. Moved and seconded to pay for drugs needed but he pays 20% of his stipend.

F. Report and Accounts

The Annual Report was read and accepted-subject to possible corrections by Auditor.

G. New Applications

Several have re-applied. Miss Kerhberg is to review the records and correspond with the various Projects who must present a strong case to determine if any of these candidates should be re-considered.

The applicants could re-apply in a different field of study.

Fran Swenson's letter- Suggested that after candidate receives I.Ed. that he should work and then go back to study for B.Ed. The Scholorship Comm. can accept this as a guide line when new applicants are accepted.

H. Students Completing Study

Information- Seven will write exams in March.

I.S.C. Ram Chandra Adhikari, Laxman Devkota, K.P. Dhahal, Ishwar P. Marhatta, Bal K. Marhatta

B.A. Bhoj Raj Marahatta and B. Comm Krishna P. Devkota

Recommended for I.S.C.-Physio-therapy open field.

Dr. Mack suggested that a couple might be interested in going to Shanta Bhavan for six months and work in our Dept. If they gave aptitude and desire could be sent on for further training.

I. Dholak Bahadur Gurung

He was released from the Jaubari School to study and it was decided that he could return there to teach to fulfill his bond.

J. Private Scholorship

It was decided that no private scholorships will be handled through the U.M.N. Scholorship Committee. All students must qualify for scholorships.

K. Date of next meeting.

It was decided to hold the next meeting on Wednesday, February 28, 1973 at 7:30 at Padma Sadam.

Respectfully submitted,
Florence Bond

DOROTHY F.

UNITED MISSION TO NEPAL SCHOLARSHIP COMMITTEE

Minutes of the meeting held on

November 29, 1972

Present: Rev. F. Wilcox (Chairman), Dr. G. Mack, Mrs. L Basnet,
Mrs. F. Bond, Miss N. Kehrberg

Apologies for Absence: Miss M. McComb, Mrs. M. Karthak, Mr. P. B. Rai

The meeting opened with prayer.

I. Minutes and Matters Arising

A. Mrs. F. Bond was voted to be the Minutes' Secretary.

B. New Amendment: The following amendment was accepted to include in the contract.
"This contract may be terminated without notice if the student on scholarship engages in serious misconduct which is prejudicial to the order and maintenance of the United Mission to Nepal."

C. Increments: After referring to the Policy of Employment for all UMN Institutions in the section regarding Study Leave, it was moved and carried that we will not grant the request for increments for students on scholarship.

D. Winter Vacation: It was decided that the Scholarship Committee where indicated would pay for travel for the Scholarship students to their home during the long holiday period which would make it possible for those on in-service scholarship to follow the guideline concerning holiday leave as stated in the Minutes of October 26, 1972.

E. Shiva Kumar Shrestha has accepted a post with HMG as Agriculture Agent in Trisuli and therefore is no longer on scholarship.

F. Medical Insurance: In reference to the Finance Committee Minutes FC (2)-22/72, those studying on scholarship are to have medical insurance deducted from their stipend and paid to the institution where the individual on scholarship elects to join the Medical Insurance Plan. The Secretary is to consult with the Finance Committee regarding those on scholarship who are living in India.

G. AID- English Charity: The Secretary is requested to write to AID regarding their position that they only want mentally and physically normal children stating that we feel all should be included.

II. New Business

A. Secretary's Report

1. Suresh Sharma passed and sent his thanks to the Committee.
2. CMS granted two scholarships
3. United Methodist granted two scholarships.

New Business Continued

- B. Olak Bahadur Jirel was to abide by the rules for General Scholarship regarding vacation pay.
- C. Book Request from Allahabad students was discussed and it was decided to follow the Prospectus from that Institution and deny the request for additional book money.
- D. Bir Bahadur Khawas' case for study overseas was again discussed and the secretary was to write to Mr. Malla concerning courses in India. The Chairman of the Committee will also see Mr. Ruff in Delhi and ask for information concerning the course in Delhi as per earlier correspondence.
- E. Yuva Raj Adhikary's case to consider between Civil and Electrical Engineering was referred to the Secretary to confer with various Engineers in Nepal and with Mr. Balbesi to get information about the need in Nepal.
- F. If there are classes during the holiday period, then the Scholarship students should receive regular pay during the additional study time.
- G. Hari Bahadur Silwal's contract and the Minute regarding his scholarship was discussed and it was the decision of the Committee that we must abide by the contract even though he is receiving in excess of that granted in the minutes. The Secretary is to call this to his attention.

III! New Applicants

Sharon Rongong was advised to continue her course work for one year of B. Sc. and then re-consider.

Mohan Prasad Sharma was granted a Scholarship to do the AHW course.

Narayan Prasad Maharjan was granted a Scholarship to do the AHW course.

Ram Lal Shrestha was not granted a Scholarship to do the AHW course but was advised to continue his present course.

Rajeshwari Pradhan was granted scholarship help to do the diploma course in Catering in Bombay.

A. Mani Upadhyaya's scholarship application was deferred until the March meeting.

Mohan Krishna Dhungel was granted scholarship help for lab training, Giri Dhari Devkota's application for scholarship was not granted.

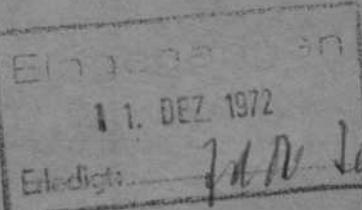
Bishnu Kumari Paudel's application was not granted due to lack of proper mark sheets from Sano Thimi. This is to be reconsidered.

Ekanath Sharma Gotame's application was not granted.

Muni Sakya's application for travel help to England was deferred until the regular meeting in March to review new applications.

A.O.B. The next meeting is January 31, 1973 at Padma Sadan.

Respectfully submitted,
N. Kehrberg



Minutes of the
EXECUTIVE COMMITTEE MEETING
held in Kathmandu, 7-8 November, 1972

The meeting of the Executive Committee was held in the Board Room at UMN Headquarters, Kathmandu, for two full days. On Tue , 7th November sessions lasted from 9-12 and 1.30-5.30 p.m., and on Wednesday, 8th November from 8.30-12 and 1.30-3.15 p.m., with breaks for coffee morning and afternoon.

Devotions. Rev. G. Ruff led devotions the first morning, using a taped message on the Christian attitude to judgement. On the second day Rev. A. Berg spoke on the Christian attitude to stewardship and its implications.

Roll Call. Members were present, except as indicated:

President: Dr. K. Sanders (absent)
Vice President: Rev. G. Ruff
Other members: Dr. M. Kniss (absent)
Miss L. Chipley
Miss E. Cederholm (absent)
Rt. Rev. D. D. Pradhan
Mr. M. Roemmele (absent)
Rev. A. Berg

Ex-officio members: Rev. F. Wilcox, Executive Secretary
Mr. I. Stuart, Treasurer
Dr. G. Mack, Health Services Secretary
Miss M. McCombe, Education Secretary
Miss F. Swenson, Acting Area Superintendent, Gorkha
Dr. P. Dodson, Area Superintendent, Tansen.

Co-opted: Canon S. Burgoyne, Personnel Secretary, for one session.
Visitor: Mrs. Kehler, United Fellowship for Christian Service.

Schedule and Agenda. In the absence of the President, the Chair was taken by Rev. G. Ruff, Vice President. The schedule was confirmed as above, and the agenda adopted as presented by the Executive Secretary, with three additions.

EC(2)-1/72. Approval of Minutes. The Minutes of the meeting of the Executive Committee held in Kathmandu on March 22-23, 1972 were confirmed as circulated.

EC(2)-2/72. Correspondence Votes. The following matters which had been voted on by correspondence since the time of the meeting in March, and which had received unanimous affirmative votes, were accepted for inclusion in these present Minutes:

- a) Miss Monika Schutzka, nurse, offered by the Gossner Mission. It was RESOLVED to accept Miss Schutzka for service in the United Mission, with thanks to God and to her sending Mission.
- b) Dr. (Miss) Mona Bomgaars, offered by the United Presbyterian Church, USA. It was RESOLVED to accept Dr. Bomgaars for service in the United Mission, with thanks to God and her sending Church.
- c) Dr. and Mrs. Ralph Riseley, offered by the United Church of Canada. It was RESOLVED to accept Dr. and Mrs. Riseley for service in the United Mission, with thanks to God and their sending Church.
- d) UMN Bank Account. It was RESOLVED to open a current account and a deposit account in the Union Bank of Switzerland, 8021 Zurich, 45 Bahnhofstrasse, Switzerland, in the name of the United Mission to Nepal; both accounts to be maintained in Swiss currency, and to be operated by the UMN Executive Secretary, the UMN Personnel Secretary, and the UMN Treasurer, each signing singly."
- e) Gorkha Hospital Capital Budget. In view of the need to proceed without delay with the building of the new hospital in Gorkha, it was RESOLVED to approve an additional amount of Rs.50,000 to the hospital capital budget as previously presented and approved.

Plans and Budgets for 1973

The proposed Plans and Budgets for 1973, presented by each of the projects of the Mission, were considered, together with the recommendations of the Administrative Conference (Appendix A to these Minutes), and of the Finance Committee (Appendix B - I to these Minutes). The final decisions made on these plans and budgets are found in the following Minutes.

EC(2)-3/72. UMN Headquarters. It was RESOLVED to accept the proposed plans and budgets for 1973 as presented. These appear as Appendix C to these Minutes.

EC(2)-4/72. Special Projects. (Appendix D to these Minutes)

I Padma Sadan. Consideration was given to the recommendations of AC-4/72, I and FC(2)-2/72, I. It was RESOLVED to endorse these recommendations, and that the plans and budgets of Padma Sadan should no longer be included as a part of the official UMN Plans and Budgets since this is an informal project staffed by the residents of the house.

II Building Department. It was RESOLVED to approve the proposed plans and budgets of the Building Department, with the amendments recommended in AC-4/72, II, covering the addition of an approved post to the personnel list and the deletion of a two-ton truck from the capital budget.

III Tibetan Work. It was RESOLVED to approve these plans and budgets as presented, together with the addition of an Administrator to the list of approved posts.

IV Children's Hostel. The report of the plans for the Children's Hostel for 1973 was accepted.

V Scholarship Program. It was RESOLVED to accept and approve the plans and budgets of the Scholarship Program, noting the comment in AC-4/72, V.

VI. Communications Committee. It was RESOLVED to accept the report presented by the Committee on plans for 1973.

EC(2)-5/72. Community Health Advisory Team. It was RESOLVED to approve the plans budgets for 1973, with the endorsement of the recommendations of AC-5/72. These appear as Appendix E to these Minutes.

EC(2)-6/72. Tansen Area.

a) Hospital. The plans and budgets as presented for the Hospital were considered, together with the recommendations of FC(2)-4/72, A. Dr. Dodson emphasised that rising costs had been due very largely to famine conditions in the area, and to increased salaries for additional Nepali medical and nursing staff. It was noted that the request of FC(2)-4/72, A, ii) has already been met, and that the training costs are included in the budget presented for the ANM School. It was RESOLVED to approve the plans and recurring budget for 1973; and to endorse the recommendations of the Finance Committee quoted above, requesting a careful survey of trends, plans and budgets as outlined in FC(2)-4/72, A, i) and iii).

b) ANM School. It was RESOLVED to approve the revised plans as presented, together with the proposed recurring budgets, and the capital budget as outlined in FC(2)-4/72, B.

c) Community Health Work. It was RESOLVED:

- i) To approve the plans and budgets for the MCH Clinic, East Palpa and West Palpa, with endorsement of the recommendations of AC-6/72, a and b;
- ii) To approve revised plans for the Butwal Outreach Program, and the deletion of the budget for 1973 as it is unlikely that there will be UMN medical personnel available in Butwal through that year.

The plans and budgets appear as Appendix F to these Minutes.

EC(2)-7/72. ITID - Butwal Technical Institute. It was RESOLVED to approve the plans and budgets for BTI for 1973 as presented, with the inclusion of a full personnel list and a summary of the capital budget for the Institute, as found in Appendix G - I to these Minutes.

EC(2)-8/72. ITID - Division of Consulting Services. It was RESOLVED to approve the plans of the DCS for 1973, and also the budgets with the amendment as recommended in AC-8/72, a. These appear as Appendix G-II to these Minutes.

EC(2)-9/72. BOYs' Boarding School, Pokhara. It was RESOLVED to accept these plans and budgets for 1973 as presented, which appear as Appendix H to these Minutes.

EC(2)-10/72. Gorkha Project. The plans and budgets for 1973 were discussed in the light of the recommendations of Administrative and Finance Committees, and further reports from the Acting Area Superintendent. It was RESOLVED:

- a) To approve the plans and budgets as presented for Administration and Education. It was noted that to date the HMG plans for schools, as requested in AC-10/72, a, are not finalised and available.
- b) That the plans and recurring budgets for the hospital and community health work be approved as presented; also the Community Health capital fund items carried forward from 1972.
- c) That the recommendation of FC(2)-8/72, b not be accepted; but that the revised new asking of Rs.232,091 for hospital capital be approved at this time. In accordance with the recommendation of AC-10/72, b, it was reported that HMG would plan to continue to run the hospital, and assurance was given that the capital budget as submitted had already been carefully studied, and would not increase running costs but rather only complete the basic building plans and in fact help to reduce some of the present costs. Also it is advisable to use the available services of the builder without undue delay.
- d) That the recommendation of FC(2)-8/72, c be endorsed, with emphasis on the necessity for community participation in any community health program.

The plans and budgets appear as Appendix I to these Minutes.

EC(2)-11/72. Shanta Bhawan Hoapital. After a careful discussion of the future prospects for Shanta Bhawan and proposals suggested by HMG Health Services officials, it was RESOLVED that:

- a) With reference to plans for 1973, appearing as Appendix J to these Minutes:
The plans and recurring budget as presented be approved, and the capital budget be re-listed as per the recommendation of FC(2)-15/72;
- b) With reference to long-term plans:
 - i) To approve the pursual of the proposal to re-locate the hospital in Patan in cooperation with HMG;
 - ii) If developments warrant such action, to authorise the Executive Secretary to call a special meeting of the Board to give final approval to the proposal;
 - iii) To approve the pursual of investigations concerning the possible participation of UMN in a hospital complex in Pokhara.

EC(2)-12/72. Girls' High School, Kathmandu. It was RESOLVED to approve the plans and budgets as presented, printed as Appendix K to these Minutes.

EC(2)-13/72. Bhaktapur Hospital. After consideration of the plans and budgets for 1973, together with the recommendations of Administrative and Finance Committees, it was RESOLVED to approve the proposals as outlined in FC(2)-11/72. This covers approval of the plans; an amendment of the recurring budget, and a complete re-consideration of the capital budget. These appear as Appendix L to these Minutes.

EC(2)-14/72. Okhaldhunga Project. After discussion of the plans for Okhaldhunga for the coming years, it was RESOLVED:

- a) To approve the plans and recurring budget as presented, with the inclusion of outlined plans for the new joint HMG-UMN Hospital, requested in AC-14/72, d;
- b) To approve the appointment of Dr. N. Iwamura as Project Director until the time of his furlough (ref. EC(2)-65/72);
- c) To approve the capital budget item for oxygen cylinders, but to hold the item of a storage godam in abeyance pending finalisation of the agreement and plan for the new hospital.

The plans and budgets for 1973 appear as Appendix M to these Minutes.

EC(2)-15/72. General instruction to Hospitals. It was RESOLVED to endorse the recommendation of FC(2)-15/72 concerning hospital capital budgets, with the exception of that for the Gorkha Hospital for reasons as listed in EC(2)-10/72 above.

Endorsement is also given to the recommendation of FC(2)-14/72, which should be applicable to all projects throughout the UMN.

EC(2)-16/22. Treasurer's Consolidated Budget. It was noted that at the time of the Administrative Committee, a deficit of some Rs.70,000 was anticipated in the Consolidated General Fund Budget. With amendments as recommended by the Finance Committee, this was altered to a small credit balance. However, the approval of an increase in salaries for 1973 (ref. EC(2)-18/72 below) will entail further expenditure from the Treasurer's General Fund, and may result in a deficit of approximately Rs.74,000. With the realisation that some of the work as planned may not be undertaken due to shortage of staff, it was RESOLVED to approve the Treasurer's Consolidated Budget with this projected deficit for 1973. This budget appears as Appendix N to these Minutes.

EC(2)-17/72. Minutes of the Finance Committee. The Minutes of the Finance Committee of 6th November were received (Appendix B - I) and studied as they referred to matters on the agenda. Recommendations on plans and budgets were approved, except where specifically stated in the above minutes.

Decisions on the remainder of the recommendations of the Finance Committee were as follows.

- a) FC(2)-16/72: It was RESOLVED to refer the request from Tansen Hospital for a General Fund grant to the meeting authorised in FC(2)-24/72.
- b) FC(2)-19/72: It was RESOLVED to make some minor amendments to the recommendations on Salaries, which follow in EC(2)-18/72.
- c) FC(2)-17,18,20,21,22,23 and 24/72: It was RESOLVED to approve these as recommended by the Finance Committee, dealing with:
 - Use of Christian Aid Funds, FC(2)-17/72.
 - Fees earned outside UMN projects, FC(2)-18/72.
 - Employment Policy revision, FC(2)-20/72. The revised Policy appears as Appendix O to these Minutes.
 - Provident Fund matters, FC(2)-21/72.
 - Medical Insurance Plan matters, FC(2)-22/72
 - 5% Capital Service Charge, FC(2)-23/72.
 - Further meeting of Finance Committee, FC(2)-24/72.

EC(2)-18/72. Salaries. The recommendations of FC(2)-19/72. It was RESOLVED to approve the following amended instructions in this matter:

- a) That the current UMN salary scale be replaced by the new 12-grade scale which appears as Appendix F to these Minutes.
- b) That this new scale be implemented from 1st January 1972; further that in future increments will be given only on 1st January of each year to employees to whom this scale applies;
- c) That in transferring the employees of the Mission from the one scale to the other, the following calculation be made:

The employee's present salary on the old scale, increased by one increment as per the old scale;

PLUS the Rs.50/- Special Allowance currently received.

The employee will then be placed in the new scale at the nearest point at or above the total of the above calculation.

- d) That a Special Allowance of Rs.15/- per person be granted to each employee to whom these rules apply (in administrative and medical

projects), in addition to his new salary.

- e) That in the event of a dispute between an employee and the administration of a project concerning the former's placement in the new salary scale, the members of the Finance Committee resident in Kathmandu be the court of appeal to which such a dispute may be brought for final decision.
- f) That projects be requested to absorb this additional cost of salaries, plus Special Allowances, etc., into their present budgets insofar as they are able; but that if necessary they may present requests of additional grants to the Finance and Executive Committees in March 1973. The decision taken then may be to meet these requests in part and to request the projects to review the situation again in November 1973.
- g) That school teachers remain on the present salary scale and Special Allowance, in accordance with the request of HMG that all salaries of educational employees be frozen, pending integration into the New Education Plan at the end of 1973.
- h) See FC(3)-11/72.

PERSONNEL MATTERS

EC(2)-19/72. New Board Appointees who have arrived since the last Executive Meeting, for information only:

Mr. Ernst Braun.
Rev. and Mrs. Dag Aandstad
Miss Ritva Saukkonen
Mr. and Mrs. Richard Clark
Dr. (Miss) Margareta Hook
Miss Britt Johanssen
Dr. and Mrs. Trevor Strong
Dr. and Mrs. Ralph Riseley
Miss Monika Schutzka
Dr. (Miss) Mona Bomgaars
Mr. Eric Liechty (Direct Appointee)
Mr. Lloyd Schmucker (Direct Appointee)
Mr. and Mrs. Daniel Jantzen (Direct Appointee)

EC(2)-20/72. New Board Appointees expected to arrive, for information only:

Mr. and Mrs. Seppo Kostamo, January 1973.
Miss Gunnel Borg, January 1973.
Mr. and Mrs. Bob Yoder, July 1973.

EC(2)-21/72. Mr. and Mrs. George Carfield, Church Missionary Society of Australia; electrical engineer at BTI, due for furlough May 1973. It was RESOLVED to thank Mr. and Mrs. Carfield for their service, and to welcome their return to the UMN after furlough.

EC(2)-22/72. Mr. and Mrs. Asbjorn Holm, World Mission Prayer League, Norway; agriculturalist seconded to Tibetan Refugee work in Pokhara, due for furlough March, 1973. It was RESOLVED to thank Mr. and Mrs. Holm for their service, and to welcome their return to Nepal after furlough.

EC(2)-23/72. Dr. and Mrs. K. Itoh, Japan Overseas Cooperative Service; working at Okhaldhunga, and due for furlough February 1973. It was RESOLVED to thank them for their services, and to welcome their return to Nepal after furlough.

EC(2)-24/72. Mr. and Mrs. Stanley Kamp, Mennonite Board of Missions; builder at Gorkha Hospital, due for furlough in June 1973. It was RESOLVED to thank Mr. and Mrs. Kamp for their service with the United Mission.

EC(2)-25/72. Mr. and Mrs. Sanfrid Ruhoniemi, World Mission Prayer League, USA; Hospital Administrator at Shanta Bhawan, due for furlough November 1972. It was RESOLVED to thank Mr. and Mrs. Ruhoniemi for their service, and to welcome their return to Nepal after furlough.

EC(2)-26/72. Mr. and Mrs. Paul Spivey, Bible & Medical Missionary Fellowship; pharmacist at Shanta Bhawan Hospital, due for furlough December 1972. It was RESOLVED to thank them for their service, and to welcome their return to Nepal after furlough.

EC(2)-27/72. Miss Margaret Wright, Wesleyan Church of USA; nurse at Shanta Bhawan Hospital, due for furlough March 1973. It was RESOLVED to thank Miss Wright for her service, and to welcome her return to Nepal after furlough.

EC(2)-28/72. Miss Mary Cundy, Bible & Medical Missionary Fellowship; medical social worker at Pyersingh, went on furlough September 1972. It was RESOLVED to thank Miss Cundy for her service, and to welcome her return to Nepal after furlough.

EC(2)-29/72. Dr. and Mrs. Wolfgang Zeiher, Committee for Service Overseas, Germany; dentist at Shanta Bhawan Hospital, due for furlough March 1973. It was RESOLVED to thank Dr. and Mrs. Zeiher for their service, and to welcome their return to Nepal after furlough.

EC(2)-30/72. Miss Sheila Fulker, Bible & Medical Missionary Fellowship; nurse at Tansen Hospital, due for furlough March 1973. It was RESOLVED to thank Miss Fulker for her service, and to welcome her return to Nepal after furlough.

EC(2)-31/72. Canon and Mrs. Samuel Burgoyne, United Methodist Church, USA; Personnel Secretary, due for retirement May 1973. It was RESOLVED to accept the resignation of Canon and Mrs. Burgoyne from the United Mission with regret, and with thanks to them for their service in Nepal.

EC(2)-32/72. Miss Anne Avis, Regions Beyond Missionary Union; nurse at Okhaldhunga, due for furlough December 1972. It was RESOLVED to accept the resignation of Miss Avis with regret; with sincere thanks for her excellent service through 15 years in Nepal with the United Mission; and with assurance that a re-application from her for service with the UMN would be welcomed.

EC(2)-33/72. Miss Barbara Lewis, United Methodist Church, USA; accepted EC(2)-26/71. It was RESOLVED to accept the withdrawal of Miss Lewis's application for service with the United Mission, owing to ill-health.

EC(2)-34/72. Mrs. Alice Wygant, United Methodist Church, USA; accepted EC(2)-27/71. It was RESOLVED to accept the withdrawal of Mrs. Wygant's application for service with the United Mission.

EC(2)-35/72. Miss Ellen Miller, Mennonite Board of Missions; accepted EC(2)-29/71. It was RESOLVED to accept Miss Miller's withdrawal of her application for service with the United Mission.

EC(2)-36/72. Dr. and Mrs. Stanley Barnett, Bible & Medical Missionary Fellowship; accepted EC(1)-13/72. It was RESOLVED to accept the withdrawal of Dr. and Mrs. Barnett's application for service with the United Mission.

EC(2)-37/72. Dr. and Mrs. William Gould, B.M.M.F. It was noted with regret that Dr. and Mrs. Gould had had to return to UK on emergency sick leave. It was RESOLVED to request the BMMF to submit satisfactory medical reports to the UMN before his return to Nepal, and to correspond with the Personnel Secretary regarding an approximate time of return.

EC(2)-38/72. Dr. Jennifer Frank, direct appointee, sponsored by the Anglican Church of Canada; returned home on emergency sick leave. It was RESOLVED to request that satisfactory medical reports be received by the UMN before consideration of Dr. Frank's return; and that in the event of her possible return to Nepal, the approximate date be arranged with the Anglican Church of Canada.

EC(2)-39/72. Mr. and Mrs. Tor Mogedal, WMPL, Norway. It was noted with regret that Mr. and Mrs. Mogedal had had to return to Norway on emergency sick leave. It was RESOLVED to request WMPL, Norway to submit satisfactory medical reports to the UMN before Mrs. Mogedal's return to Nepal, and to correspond with the Personnel Secretary concerning an approximate time of return.

EC(2)-40/72. Board Appointees who have left on furlough or finished term, for information only:

Mr. and Mrs. Ernst Gugeler	Miss Rut Peterson
Mr. and Mrs. John Cook	Miss Anneli Talso

Mr. and Mrs. Asbjorn Voreland
Mr. and Mrs. Robert Buckner
Miss Denise Stringer
Mr. and Mrs. Tom Haggerty
Dr. and Mrs. Jonathan Yoder
Dr. and Mrs. Jackson Moody
Miss Mary Cundy
Miss Ruth Angove (Direct Appointee)
Mr. and Mrs. Ed Miller (Direct Appointee)
Mr. Harvey Baumann (Direct Appointee)
Mr. James Kauffman (Direct Appointee)
Miss Lena Gruber (Direct Appointee)

Miss Christine Eggers
Miss Gwen Coventry
Miss Klara Pedersen
Mr. and Mrs. Francis Sauer
Mr. and Mrs. Howard Barclay
Miss Rachel Wolff
Miss Dorothea Friederici

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EC(2)-41/72. Board Appointees who have return/ from furlough/sick leave, for information only:

Miss Hisa Asaoka
Miss Norma Kehrberg
Miss Anna Liisa Jokinen
Mr. and Mrs. Dieter Johannsen
Miss Margaret Robinson
Miss Valerie Collett
Mr. and Mrs. John Paterson

EC(2)-42/72. Board Appointees expected back from furlough, for information only:

Miss Sylvia Slade
Miss Klara Pedersen

EC(2)-43/72. Mr. and Mrs. Dieter Werner, electrical engineer, offered by the Committee for Service Overseas, Germany. It was RESOLVED to accept Mr. and Mrs. Werner for service with the United Mission, with thanks to God and to their sending Committee.

EC(2)-44/72. Miss Pat Wright, nurse, offered by the Bible & Medical Missionary Fellowship, UK. It was RESOLVED to accept Miss Wright for service in the United Mission, with thanks to God and to her sending Mission.

EC(2)-45/72. Miss Anna Weir, nurse, offered by the Baptist Missionary Society. It was RESOLVED to accept Miss Weir for service with the United Mission, with thanks to God and to her sending Church.

EC(2)-46/72. Miss Jeanette Short, blind school teacher, offered by the Bible & Medical Missionary Fellowship. It was RESOLVED to authorise the Executive Secretary to continue correspondence and investigation into the possibilities of service for Miss Short in Nepal.

EC(2)-47/72. Rev. and Mrs. James Roane, business administrator, offered by the Assemblies of God. It was RESOLVED to accept Rev. and Mrs. Roane for service in Nepal, with thanks to God and to their sending Church.

EC(2)-48/72. Mr. John H. Finlay, production engineer, offered by the Bible & Medical Missionary Fellowship. It was RESOLVED to accept Mr. Finlay for service with the UMN, with thanks to God and to his sending Mission.

EC(2)-49/72. Miss Masae Sakurai, dietitian, offered by the Japan Overseas Cooperative Service. It was RESOLVED to accept Miss Sakurai for service with the United Mission, subject to receipt of satisfactory medical reports; with thanks to God and to her sending Society.

EC(2)-50/72. Dr. Takeshi Ishida, offered by the Japan Overseas Cooperative Service, for a one-year term. It was RESOLVED to accept Dr. Ishida for service with the United Mission, with thanks to God and to his sending Society.

EC(2)-51/72. Mr. and Mrs. Roland Wittur, business administrator. It was noted with gratitude that Mr. and Mrs. Wittur had been sent to the Butwal Technical Institute as direct appointees, seconded by the Committee for Service Overseas, Germany.

EC(2)-52/72. Mr. and Mrs. Robert Berger, agricultural engineer. It was noted with gratitude that Mr. and Mrs. Berger has been sent to the Division of Consulting Services, Butwal, as direct appointees, seconded by the United Presbyterian Church, USA.

EC(2)-53/72. Appointment of Personnel Secretary. The post of Personnel Secretary will fall vacant with the retirement of Canon S. Burgoyne in May 1973. It was RESOLVED to recommend to the Board of Directors that Mr. Asbjorn Voreland be appointed as Personnel Secretary from the time of his return to Nepal after furlough in June 1973.

new
EC(2)-54/72. Appointment of Treasurer. Mr. I. Stuart is due for furlough in August 1973. The Executive Committee is unable at the present time to make a recommendation for further appointment to this post.

EC(2)-55/72. Appointment of Area Superintendent, Tansen. Dr. P. Dodson is due for furlough in March 1973. The Executive Committee is unable to make a recommendation to the Board at this time for further appointment to this post.

EC(2)-56/72. Appointment of Area Superintendent, Gorkha. With the anticipated appointment of Mr. A. Voreland to the post of Personnel Secretary, the post of Area Superintendent in Gorkha falls vacant. It was RESOLVED to recommend to the Board that Miss Frances Swenson be appointed to this post.

EC(2)-57/72. Appointment of Health Services Secretary. Dr. G. Mack is due for furlough in June 1973. The Executive Committee is unable at this time to make a recommendation to the Board concerning a further appointment to this post.

EC(2)-58/72. Assistant Medical Director, Shanta Bhawan Hospital. It was RESOLVED to appoint Dr. Trevor Strong to this post from 1st December 1972.

EC(2)-59/72. Administrative Officer, Shanta Bhawan Hospital. Mr. S. Ruohoniemi is due for furlough in November 1972. It was RESOLVED not to make any firm appointment to this post at the present time; to instruct that the duties of the Administrative Officer be undertaken by the Medical Director and Assistant Medical Director; and that possibilities be investigated for an appointment to this post at a later date.

EC(2)-60/72. Medical Director, Tansen Hospital. Further to the appointments made previously in EC(1)-34/71 and EC(2)-51/71, as Dr. Gould has had to leave Nepal temporarily on emergency sick leave, it was RESOLVED to request Dr. Pamela Dodson to continue in the post of Medical Director for the present time.

EC(2)-61/72. Superintendent of Nurses, Tansen Hospital. It was RESOLVED to appoint Miss Klara Pedersen to this post for a three year term from the time of her return from furlough in March 1973.

EC(2)-62/72. Acting Superintendent of Nurses, Tansen Hospital. It was RESOLVED to appoint Miss Sheila Fulker as Acting Superintendent of Nurses until the time of Miss Pedersen's return from furlough.

EC(2)-63/72. Director of Nursing Education, Tansen. It was RESOLVED to appoint Miss Edna Clysdale to this post for a three year term from the time of this meeting.

EC(2)-64/72. Director, Shanta Bhawan Outreach Program. Further to ED-26/72 e, upon the review of the appointment made to the post of Director of the Outreach Program in March, and of the services rendered by Mr. San Ruohoniemi in this post, the Executive Committee wishes to commend Mr. Ruohoniemi for launching this Program in as fruitful and effective a way as possible.

It was noted that appointment to this post is the responsibility of the Medical Director of Shanta Bhawan Hospital, until such time as the Hospital Constitution has been amended to include the Administrator of Community Health Services as an officer of the Hospital, appointed by the Executive Committee.

EC(2)-65/72. Project Director, Okhaldhunga. It was RESOLVED to appoint Dr. Iwamura as Project Director in Okhaldhunga from the present time until the date of his furlough. (See also EC(2)-14/72).

EC(2)-66/72. Education Director, Gorkha. It was RESOLVED to defer to March 1973 any decision on the creation of such a post, pending receipt of further information about the implementation of the New Education Plan.

OTHER MATTERS

EC(2)-67/72. Building Committee, Luitel School. It was RESOLVED to appoint the following Building Committee for the Additional Classroom Block at the Luitel School, Gorkha:

- (1) Area Superintendent
- (2) Person appointed by the Building Department
- (3) Person appointed by Headquarters.
- (4) The Construction Supervisor
- (5) The Headmaster, Luitel High School.

EC(2)-68/72. Building Committee, Okhaldhunga Hospital. It was RESOLVED to appoint the following Building Committee for the construction of the new joint HMG-UMN Hospital in Okhaldhunga:

- (1) Project Director (in place of Area Superintendent)
- (2) Person appointed by the Building Department
- (3) Person appointed by Headquarters
- (4) Medical Director
- (5) Project Nurse
- (6) Community representative nominated by the UMN Committee members.
- (7) Health Services Secretary

EC(2)-69/72. Community Health Guidelines. Revised guidelines for the relationship of the Community Health Advisory Team to the projects were presented. It was RESOLVED to accept these, which are found in Appendix Q to these Minutes.

EC(2)-70/72. Shanta Bhawan Hospital Administration. It was RESOLVED to accept the recommendation of the Administrative Committee that the UMN Executive Committee be free to appoint any one of the Hospital Officers as the Executive Officer, rather than being obliged to appoint the Medical Director.

The Shanta Bhawan administration is requested to draw up a job description of the Hospital Executive Officer as soon as possible, and also to suggest the necessary amendments to the Shanta Bhawan Hospital Constitution and Bye-laws.

EC(2)-71/72. Scholarship Program Secretary. With reference to EC(1)-70/72, it was reported that Miss Norma Kehrberg had been temporarily assigned to undertake the work of the Secretary of the Scholarship Committee, until the time of the Executive Committee meeting in March when her place on the Scholarship Committee could be regularised.

EC(2)-72/72. Education of Missionaries' Children. The Executive Secretary reported that small educational groups had been started in places in accordance with the prevision of ED-23/72.

EC(2)-73/72. Workers' Conference Travel. It was RESOLVED to rescind the previous ruling of EC-5/60 (i), ii, and in its place to adopt the following policy:

That such a Conference should be held once a year, and that the United Mission shall pay for travel expenses of all UMN workers attending, due consideration having been given to the legitimate demands and responsibilities of their respective assignments.

EC(2)-74/72. Constitutional Changes. Ref. AC-20/72. It was RESOLVED to approve for recommendation to the Board of Directors the following amendments to Mission Constitutions:

I. UMN Constitution and Bye-laws.

As listed in AC-20/72, I, a, b and c.

d) Bye-law VII, F, new 7:

"He shall be an ex-officio member of all Project Management Boards and Committees in his area, and shall receive minutes of all such meetings."

e) See EC(2)-79/72.

II. Tansen Hospital Constitution and Bye-laws.

As listed in AC-20/72, II, a and b.

III. Shanta Bhawan Hospital Constitution and Bye-laws.

As listed in AC-20/72, III, a. b, c, d and e.

f) Amendments as outlined in EC(2)-70/72, still to be submitted.

EC(2)-75/72. Legal status of UMN. It was RESOLVED to instruct the Executive Secretary to continue investigation concerning this matter.

EC(2)-76/72. Education work for blind students. It was RESOLVED to approve the recommendation of AC-27/72.

EC(2)-77/72. UMN Language Study Guidelines. It was RESOLVED to approve the recommendations as found in AC-28/72, with the amendment that in para a), the fourth sentence shall read , "..., and ordinarily no work demands will be permitted to override this".

EC(2)-78/72. Medical Reports of UMN missionaries. It was RESOLVED to approve the following policy with regard to medical reports submitted on Board Appointees and candidates:

a) These reports will be regarded as confidential documents submitted to the Health Services Secretary, who shall make any necessary verbal reports in this connection to the Administrative Committee.

b) After the worker has been assigned, the medical report shall be submitted to the Medical Director of the local project to which assignment is made; or shall remain in the possession of the Health Services Secretary in cases where there is no UMN medical project.

c) If the worker is later assigned to a different project, the relative medical reports should be forwarded to the Medical Director of the project, or be returned to the Health Services Secretary, as above.

EC(2)-79/72. Sick leave for UMN missionaries. It was RESOLVED to recommend to the Board of Directors that an amendment be made to the UMN Bye-law IX, to add a new para I:

"I. Sick leave. Should any Board Appointee be subject to continued or recurrent ill-health for three months in any twelve month period, his/her case shall be referred by the Project Director to the Executive Secretary, who shall, in consultation with the Health Services Secretary, consider the matter with a view to replacement of the worker, or other action deemed necessary."

EC(2)-80/72. Per capita grants from member bodies. It was RESOLVED to advise the Treasurer to correspond with any member bodies who have not yet remitted the expected grant to the General Fund for the year.

EC(2)-81/72. Cooperation with HMG. The paper written by Mr. Jonathan Lindell as recommended in AC-16/72 was received. It was RESOLVED to accept this as a further definition of UMN working policy in the matter of cooperation with HMG.

EC(2)-82/72. UMN and Salvation. The statement written by the Executive Secretary on this subject, and recommended in AC-32/72, was received and adopted as a statement of the position of the UMN with reference to salvation, to be used as a guideline for all Board Appointees and other workers in the Mission.

EC(2)-83/72. Dates of Spring Meetings:

Finance Committee: March 27, 1973 (or afternoon of 26th March is if possible: ref. FC(3)-13/72).

Executive Committee: March 28-29, 1973.

Board of Directors: March 29-30, 1973.

The meeting was closed with prayer.

APPENDIX B - I

Minutes of the
Finance Committee Meeting

held in Kathmandu, 6th November, 1972.

Members: Rev. G. Ruff, Chairman; Dr. K. Sanders (absent); Mr. M. Roemelle, alternate (absent); Rev. F. Wilcox; Mr. I. Stuart; Mr. S. Ruohoneimi.

Co-opted: Dr. T. Strong; Miss D. Broom.

Devotions. Rev. G. Ruff led in short devotions at the opening of the meeting.

Confirmation of Minutes. The Minutes of the meeting held on 31st March, 1972 were accepted and confirmed as correct.

1973 Budgets.

The proposed budgets as presented by the Projects for 1973 were discussed, together with the recommendations from the Administrative Conference. The following resolutions were passed with regard to these Budgets for recommendation to the Executive Committee.

FC(2)-1/72. Headquarters. It was RESOLVED to recommend approval of the budgets as presented.

FC(2)-2/72. Special Projects.

I. Padma Sadan. It was RESOLVED to endorse the recommendation of the Administrative Committee that this project be deleted from the Plans and Budgets, and that a sum of Rs.21,150 be included in the Treasurer's item for rent and maintenance for the house (AC-4/72, I);

Further, that in a year's time this rent item be reviewed to see if the Padma Sadan Ad Hoc Committee can find other sources to cover the amount of rent over and above that normally paid by UMN for the UMN residents in the house, as well as the additional expenses.

II. Building Department. It was RESOLVED to recommend that these budgets be approved, together with the recommendation from the Administrative Conference (AC-4/72, II).

III. Tibetan Camp Work. It was RESOLVED to recommend that these budgets be approved as presented.

IV. Scholarship Program. It was RESOLVED to recommend that these budgets be accepted as presented.

FC(2)-3/72. Community Health Advisory Team. It was RESOLVED to recommend that the budgets be approved, with the clarification that the additional items on the capital budget as listed in AC-5/72, c are only channelled through C.H.A.T. for use in the various projects.

FC(2)-4/72. Tansen Area.

a) Hospital. The proposed recurring and capital budgets for 1973 were fully discussed, and it was noted that the hospital is asking for a grant from the UMN Treasurer for the first time for a number of years. It was recognised that with the Mission's approval of the assignment of an Internist specialist to the hospital, rising costs in the development of a new department have been inevitable; also that famine conditions in the area must be taken into consideration. With a view to realistic planning for the future of the hospital, taking into account the above factors, and the inevitable effects of inflation, it was RESOLVED to recommend:

i) The approval of the recurring budget (with the amendment listed in ii below); with the proviso that the hospital administration be asked to make a careful study and survey of the future costs of operating the hospital, this report to be brought back to the Finance Committee in March 1973, and to outline:

- a) An analysis of the trends which have led to the request for a recurring fund grant for 1973;
- b) How these costs can be carried in the future, in view of the fact that the hospital may not receive any financial grant to the recurring fund after 1973;
- c) What ceilings are proposed to be set on expenditure.

- ii) That the present costs of the training school be separated out into another budget account, as requested under FC(2)-9/71.
- iii) That the hospital capital budgets be referred back to the project (less the items listed in B below) to be included in the survey outlined in i) above, in view of adding additional maintenance costs, operating costs and personnel in relation to income; Ref. also FC(2)-15/72.
- iv) That the budget for Leprosy work be approved.

B) ANM School. That the recurring and capital budgets for the ANM School be approved, subject to receipt of permission for the School from HMG; the capital budget to cover the following items:

Midwifery hostel, Dutwal	100,000.
Do. - additional	105,000.
Students' Hostel, Tansen	300,000.
Overhead projector	2,500.
Furniture	42,000.
Photostat copying machine	7,500.

C) Community Health Work.

- i) That the Dutwal Outreach Program be suspended and the askings deleted in view of the fact that there will not be UMN medical staff available in Dutwal during 1973 (Ref. AC-6/72, c);
- ii) That the recurring and capital budgets for the MCH Clinic, the East Palpa and the West Palpa Programs be approved as presented.

FC(2)-5/72. ITID - Dutwal Technical Institute. It was RESOLVED to recommend that the recurring and total capital budgets for 1973 be approved, with the understanding that these have still to be approved by the ITID Board.

FC(2)-6/72. ITID - Division of Consulting Services. It was RESOLVED to recommend that the budgets be approved, with the proviso that they are still to be presented to the ITID Board for approval.

FC(2)-7/72. Boys' Boarding School, Pokhara. It was RESOLVED to recommend that these budgets be approved as presented.

FC(2)-8/72. Gorkha Project. It was RESOLVED to recommend that:

- a) The recurring budgets be approved.
- b) The hospital capital budget be held in suspense, subject to the re-listing of the items as per FC(2)-15/72 below, this budget covering a revised asking of Rs.232,091. (Note amendment to this in EC(2)-10/72 c).
- c) That the item of Rs.42,000 for Under-Fives Clinic be referred back to the Project, drawing their attention to the policy that in Community Health work the community should participate in providing such facilities;
- d) The remainder of the capital budget items be approved.

FC(2)-9/72. Shanta Bhawan Hospital. It was RESOLVED to recommend:

- a) Hospital recurring fund Receipts:

That the request from the Treasurer be reduced to	75,000.
That the item be added: "Gifts - rent"	25,000.
That under "SEH General Fund" be inserted the sum	100,000;
it being understood that the item for rent will come through a special fund held by the UMN Treasurer, and that the SEH General Fund amount will be available from the expected 1972 surplus.	
- b) That the Hospital Capital Fund be held in abeyance as per the recommendation of FC(2)-15/72.
- c) That the item of Rs.1,000,000 for the Nurses Training School be subject to a decision on the future of the hospital.
- d) That the remaining items of the proposed 1973 budgets be approved.

FC(2)-10/72. Girls' High School, Kathmandu. It was RESOLVED to recommend that these budgets be approved as presented.

FC(2)-11/72. Bhaktapur Hospital. It was RESOLVED to recommend:

- a) That the grant from the UMN Treasurer be held at Rs.48,900 instead of being increased, in view of the uncertain future of the hospital;
- b) That the hospital administration be requested to present a re-vamped balanced budget to the Finance Committee in March 1973.
- c) That the recommendation of AC-13/72, b and c be endorsed, and the capital budget be held in suspense till March 1973, pending the receipt of such a requested revised budget, and in accordance with FC(2)-15/72 below.

FC(2)-12/72. Okhaldhunga Project. It was RESOLVED to recommend the approval of these budgets as presented.

FC(2)-13/72. Treasurer's Consolidated Budget. It was RESOLVED to recommend:

- a) The item of "Miscellaneous receipts be deleted; the amounts received for SBH rent to be transferred to the hospital through a special fund, and any miscellaneous gifts received to be held in a special fund for allotment by Finance Committee and Executive Committee;
- b) With the inclusion of amended budgets from Tansen (Butwal Outreach Program), Shanta Bhawan Hospital and Bhaktapur Hospital, to accept the proposed Consolidated Budget which is now in balance.

FC(2)-14/72. General Fund grants to Hospitals. The recommendation of AC-15/72, b was considered, but not concurred with. It is drawn to the attention of the projects that the UMN contribution to the running of any project consists of the grant from the Treasurer, plus the Personnel Contributed Services figure, and that these two items should be taken into consideration together. To clarify this it is recommended that in future, in the listing of items under "Receipts", the grant from the UMN Treasurer will be shown as the second last item, and will then be easily seen in relation to the Personnel Contributed Services figure and the total UMN contribution to the running costs of the project.

FC(2)-15/72. Hospital Capital Budgets. The attention of the projects is drawn to Bye-law XIV, C. 6. It was RESOLVED to recommend that all hospitals study carefully their financial trends and priorities, and be requested to re-list their capital budget items in order of priority, possibly setting them into two or three categories of priority in line with the aims of the project, to assist the Finance and Executive Committees in the allocation of special and undesignated capital funds to the most essential items. Further, that pending the submission of such lists to the Finance Committee in March 1973, these capital budgets be held in suspense, excepting those items for which funds have already been received to date. (Note amendment to this in EC(2)-15/72).

FC(2)-16/72. Additional grant for 1972 recurring budget. It was RESOLVED to recommend that a request from Tansen Area for Rs.10,000 additional budget grant for 1972 be granted to cover the increased Special Allowances for this year, pursuant to Minute EC(2)-18/71. (Note further resolution of FC(2)-9/72).

FC(2)-17/72. Use of Christian Aid Funds. It was RESOLVED to recommend that no action be taken, but that the Executive Secretary continue correspondence with the concerned member body with respect to the query raised.

FC(2)-18/72. Fees earned outside UMN projects by UMN missionaries. The policy of the UMN on this matter was noted as outlined in the guidelines for seconded workers, EC(2)-64/70.

It was RESOLVED to recommend that a sum earned by Mr. John Cook, to the amount standing in the UMN Treasurer's books, be granted to the Children's Hostel toward capital fund needs.

FC(2)-19/72. Salaries. A completely revised salary scale was presented, with the recommendation of the Business Committee (AC-34/72) that this be adopted throughout the UMN medical and administrative projects. After discussion it was RESOLVED to recommend: (Note amendments in EC(2)-18/72):

- a) That the current UMN salary scale be replaced by the new 12-grade scale as presented by the Business Committee, with the inclusion of the previous appended footnote:
 - "A temporary allowance of Rs.26/- per month may be paid to an employee when he is given additional responsibility for being in charge of a service or department".
- b) That this new scale be implemented from 1st January 1973.
- c) That in transferring the employees of the Mission from the one scale to the other, they be placed in the new scale at the nearest point to their present salary + Special Allowance of Rs.50/-, so that no person receives a lesser amount than he is now receiving;
- d) That a Special Allowance of Rs.15/- per person be granted to each employee in the Mission in addition to his new salary.
- e) That in the event of a dispute between an employee and the administration of a project concerning the former's placement in the new salary scale, the members of the Finance Committee resident in Kathmandu be the court of appeal to which such a dispute may be brought for final decision.
- f) That the projects be requested to absorb this additional cost of salaries, plus Special Allowance, etc., within their present budgets insofar as they are able; but that if necessary they may present requests for additional grants to the Finance and Executive Committees at their March 1973 meetings.

FC(2)-20/72. Employment Policy. A number of revisions in the present Employment Policy, as presented by the Business Committee of AC-34/72 were discussed. It was RESOLVED that these proposed revisions be recommended for approval, with the exception of that on annual leaves; and that the current rulings on annual leave be left unchanged.

FC(2)-21/72. Provident Fund matters.

- a) Accounts of employees whose jobs have been nationalised. It was RESOLVED to recommend confirmation of the action of AC-19/72.
- b) Study leave and continuous service. It was RESOLVED to recommend that the term "continuous service" be clarified thus:

"Continuous service as laid down in the Provident Fund rules includes the time spent on authorised study leave or study under the auspices of the Scholarship Committee, provided that the employee resumes his service and fulfils all the conditions of his bond."
- c) Lapse and Forfeiture account. It was RESOLVED to endorse the recommendation of the Business Committee: That 20% of the current accumulation be added to the funds available for distribution as interest annually until the present fund is exhausted, and further that all funds available thereafter for distribution as interest be alloacted at the end of the year to each member, based on their accumulation at that point, at the discretion of the Executive Committee.
- d) Interest on Provident Fund loans collected by the projects should be credited to the fund which made the loan available.
- e) It is recommended that under Section 8, b, 1, the following phrase be deleted, "or in the event of his death in those same circumstances" and an addition be made to Clause 8, b, 2, first sentence, which should now read: ".when an employee had to discontinue service on account of continued recurring ill-health or death."

FC(2)-22/72. Medical Insurance Plan matters. It was RESOLVED to endorse the recommendations of the Business Committee for referral to the Executive Committee for action:

- a) Identification of members: That a letter be supplied by the hill projects to any member of the Medical Insurance scheme who might require treatment at another institution while absent from his station. This letter should be signed by the Project Director and counter-signed by the member, and should clearly state the period of validity.
- b) UMN Scholarship recipients (FC(1)-28/72): That the Scholarship Committee deduct the appropriate premium and pay this to the institution concerned where the individual on scholarship elects to join the Medical Insurance Plan (possibly including his family).

c) Definition of family coverage under 3% employee contribution: That the following be added in the appropriate Medical Insurance Plan rule: "3% of an employee's total salary and allowances, to cover the employee, his or her spouse and unmarried children under 18 years of age".

FC(2)-23/72. 5% Capital Service Charge. It was RESOLVED to recommend that discussion on this item be deferred to the March 1973 meeting of the Finance Committee.

FC(2)-24/72. Supplementary Meeting. Owing to lack of time, a number of important items could not be discussed by the present meeting of the Finance Committee. It was RESOLVED to recommend that the Executive Committee authorise the members of the Finance Committee present in Kathmandu on Friday, 10th November to meet again on that date to discuss the following matters, and that their decisions on these items be implemented without further delay, and be confirmed by the meeting of the Finance Committee in March 1973, for presentation to the Executive Committee:

- a) Audit reports for 1972 (the Auditor to be co-opted for this item).
- b) Requests for grants from Undesignated Funds.
- c) Balance of costs of UMN film (FC(1)-15/72, c).
- d) Grant for aviation (FC(1)-15/72, d).
- e) Review and any necessary action on UMN Treasurer's General Suspense account (FC(1)-15/72, e).
- f) Girls' High School Hostel deposits (FC(1)-31/72).
- g) Tansen's request for Rs.10,000 grant (Ref. EC(2)-17/72, a).

The Minutes of this meeting appear as Appendix B - II to these Minutes.

The meeting was closed with prayer.

APPENDIX B - II

Minutes of the

Supplementary Meeting of the Finance Committee, 10 November, 1973

(these Minutes to be presented to the Executive Committee in March 1973 for confirmation. Ref. FC(2)-24/72).

The Finance Committee met again on 10th November 1973, at UMN Headquarters, from 8.00 a.m. to 10.30 a.m. to consider the items listed in FC(2)-24/72; also an additional item as found in FC(3)-10/72 below. All members were present as at the Committee Meeting of 6th November, 1972.

FC(3)-1/22. Audits of 1972 accounts. The audit reports of the projects of UMN were reviewed and accepted. The following RESOLUTIONS were passed:

- a) Boys' School, Pokhara: That the Treasurer be asked to visit Pokhara to investigate the situation regarding the credit and debit items in various accounts as shown on the Statement of 15th December, 1971, on which date the School was integrated into the New Education Plan, and to advise on any necessary action. Also to ascertain what body is responsible for the accounts of the School, Hostel, Building and Agriculture departments; to whom the UMN is responsible and the nature of the UMN involvement.
- b) Gorkha Project: That no amounts of money should be handed to anyone for transport to the Gorkha Business Manager unless that person is prepared to sign a receipt in Headquarters stating that he has received that amount of cash and will take responsibility for it.
- c) Headquarters: That the UMN Treasurer make arrangements to have these accounts audited as soon as possible.
- d) Girls' High School, Kathmandu: That the audited statement of the School be printed as an appendix to these Minutes (appendix i); the statement as shown in Appendix K of the 1972 Board Minutes being the figures submitted before audit, and subsequently found to be incorrect

FC(3)-2/72. Audited Statements. It was RESOLVED that the annual statements of the projects which are printed shall be the audited statements as they are available.

FC(3)-3/72. Grants from Undesignated and Special Funds held by UMN Treasurer. It was RESOLVED that the following grants be made:

- a) Tansen Administration:

Area Furniture, from General Equipment Fund	14,000.
Glass for Builder's apartment, from Undesignated Funds	500.
- b) Tansen Community Health Program:

MCH Clinic:	
Remodelling bazar house, from Undesignated Funds	3,125.
Health Literature, from Undesignated Funds	500.
Pressure Cooker, from General Equipment Fund	525.
West Palpa:	
Office & students' furniture, from General Equipment Fund	1,000.
- c) Model Village Pilot Project -

Nurse & student accommodation furniture, from General Equipment Fund	1,000.
Furniture for clinic, from General Equipment Fund	1,000.
Equipment for clinic, from Medical Equipment Fund	800.
Delivery bags, nursing bags, instruments, from Medical Equipment Fund	1,000.
- c) Gorkha Administration; from General Equipment Fund/Undesignated Fund.

Generator	9,000.
Renovation of living quarters at end of meeting room	5,000.
Bathroom and septic tank for Nepali quarters	4,500.
New telephones	2,000.
Staff furniture	2,000.
Adding machine	1,000.

The Treasurer is instructed to make payments from the General Equipment Fund as listed above until that fund is exhausted, and then to make any further grants, listed above as from General Equipment but unable to be covered by that Fund, from Undesignated Funds.

FC(3)-4/72. Special Funds. It was RESOLVED that the following transfers should be made from Special Funds held by the UMN Treasurer:

Agriculture Work Fund, to Tibetan work, Pokhara.

for capital funds	1,955.02
Dr. Bond's Laboratory Equipment, to Shanta Bhawan	20,200.00
SBH Single Staff Quarters, to Shanta Bhawan	201,196.54
Evangelism Fund, to Communications Committee	10,575.66

It was further RESOLVED that all gifts and grants received for literature and evangelism should in future be transferred to the Communications Committee, and that the UMN administration be authorised to audit the accounts of the Communications Committee.

FC(3)-5/72. UMN Film. In accordance with FC(1)-15/72, c, the Treasurer reported that there is a balance still unmet on the costs of the making of the UMN film, "Nepal on the Potter's Wheel", and which is unlikely to be covered from any outside source. It was RESOLVED that this amount be written off against the Treasurer's Undesignated Fund.

FC(3)-6/72. Grant for Aviation. Further to FC(1)-15/72, e, it was RESOLVED that Mr. S. Ruchoneimi be asked to contact Dr. Carl Friedericks with reference to a grant of Rs.72,197. made some years ago for Aviation, with a view to obtaining authorisation for redesignation of this amount, and to report back to the Treasurer.

FC(3)-7/72. UMN Treasurer's Suspense Account. The outstanding items in this account as of 31st October 1972 were reviewed. It was RESOLVED that:

- a) A sum of Rs.14,605.59, payable by a former employee, be written off as a bad debt, but to instruct the Executive Secretary to write to his parents to enquire if they would be willing to make a contribution towards this amount.
- b) A sum of Rs.1,029. held for Mr. T. Manaen should be transferred to him in USA.

FC(3)-8/72. GHS Hostel Deposits. It was reported that a sum of Rs.7,500 given by students in the hostel as deposits, to be held for return to them on leaving the school, had been used in the running of the hostel and not kept available for such return to the students.

It was RESOLVED that a sum of Rs.7,500 be set aside by the UMN Treasurer from general UMN funds for this specific purpose in an account to be held in the Treasurer's General Suspense Account, which will be

available for refund of deposits to students of the hostel on request from the School. It is understood that this amount represents payments which have not been properly accounted for in the past, but that from the present time onwards the Hostel will be responsible to account for such funds received for new students entering the Hostel.

FC(3)- 9/72. Grant to Tansen Hospital General Fund. Ref. EC(2)-17/72, a. In view of the further information received that the request for a grant of Rs.10,000 be made to Tansen Hospital General Fund is not to meet increased Special Allowances, but increased salaries, it was RESOLVED that this matter be deferred until March 1973 when the Hospital statement will be reviewed and the exact expenditures known and taken into consideration.

FC(3)-10/72. Payment of personal bills. It was RESOLVED that UMN missionaries and direct appointees be required to pay their own bills for travel, board, language study, and other personal items, and be responsible to claim refunds from their own sending bodies where the latter's rules are applicable.

FC(3)-11/72, Salary of HQ Language teacher. It was RESOLVED that a further para h) be added to Minute EC(2)-18/72, to read:

h) That no alteration shall be made in the salary scale for Language teachers.

FC(3)-12/72. Undesignated Capital Funds. It was RESOLVED to draw to the attention of the projects that the Treasurer holds undesignated funds which may be granted to projects for approved capital items, and for specific emergency capital needs; further:

- a) That the members of the Finance Committee resident in Kathmandu are authorised to meet from time to time to distribute these funds;
- b) That application from the projects must be received by the Treasurer in writing in reasonable time before any such meetings so that such requests may be duplicated and distributed to the members beforehand.

FC(3)-13/72. Next meeting. It was suggested that if possible the Finance Committee Meeting scheduled for Tuesday, 27th March might be started on the afternoon of Monday, 26th March in order to allow more time for business to be covered.

The meeting was closed with prayer.

THE UNITED MISSION TO NEPAL



President: Dr. K. Sanders
Executive Secretary: Rev. F. Wilcox
Treasurer: Mr. Ian Stuart

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KATHMANDU, NEPAL.



1st April, 1972

To UMN Board Members.

Dear Colleagues in the work of the UMN,

I want to thank you personally, and also in behalf of all of our missionaries in the United Mission to Nepal, for your participation in and contribution to the work of the United Mission taken up in our Board Meetings just a few days ago. We were very encouraged indeed to see such an excellent attendance at the meeting, probably making this the largest Board on record in the UMN, and we were glad to have you participate so actively in these vital meetings which administer the affairs of our Mission for a whole year.

Enclosed you will find the duplicated draft of the Minutes of the Finance and Executive Committees, and also of the Board. Before we submit these Minutes to the printer, we would like to have you review them carefully, point out errors, and suggest additions or corrections to us promptly. When we have heard from you we will proceed with the printing of the Minutes.

Again, many thanks for your active, prayerful interest and valued contribution to the work of the United Mission to Nepal.

Sincerely,

Your fellow worker,

Frank Wilcox
Executive Secretary

Minutes of the
Executive Committee Meeting
Held in Kathmandu, Nepal
22-23 March, 1972

The sessions of the Executive Committee were held at UMN Headquarters, Thapathali, Kathmandu. On Wednesday 22nd March, the Committee met from 9-12 and 1.30-6.00 p.m., and on Thursday 23rd March from 9-12 noon, with short breaks for morning coffee and afternoon tea.

Devotions. Dr. P. Dodson spoke on the first morning, reading extracts from Exodus 34-36, pointing out the conditions necessary for God's people to do His work to His glory. On Thursday morning Dr. K. Sanders read from Luke 20, stressing that Christ must be central in all our service for Him.

Roll Call. Members were present, except as indicated below:

President:	Dr. R. Windsor (absent)
Vice President:	Dr. K. Sanders
Other members:	Dr. C. Kupfernagel Dr. C. L. Joshi Dr. M. Kniss Miss L. Chipley Miss E. Cederholm Mr. M. Rai (absent)
Ex-officio:	Rev. F. Wilcox, Executive Secretary Mr. I. Stuart, Treasurer Dr. P. Dodson, Tansen Area Superintendent Mr. A. Voreland, Gorkha Area Superintendent.
Co-opted:	Mr. H. Barclay, Education Secretary & Kathmandu Area Superintendent Dr. G. Mack, Health Services Secretary Canon S. Burgoyne, Personnel Secretary, for one session.
Visitor:	Rev. C. Greenaway, Assemblies of God, for one session.

Schedule & Agenda. The schedule was fixed as above, and the agenda accepted as presented, with one addition.

EC(1)-1/72. Approval of Minutes. The Minutes of the Meeting held in November 1971 had been circulated, and were taken as read and accepted.

ANNUAL REPORTS FOR 1971

EC(2)-2/72. Annual Reports. It was RESOLVED to accept the Annual Reports received from the various projects, and to present them to the Board:

- a) Headquarters.
- b) Special Projects.
- c) Public Health Program.
- d) Tansen Area.
- e) Butwal Technical Institute.
- f) Boys' Boarding School, Pokhara.
- g) Gorkha Project.
- h) Shanta Bhawan Hospital, Kathmandu.
- i) Kathmandu Valley District Clinics.
- j) Girls' High School, Kathmandu.
- k) Bhaktapur Hospital.
- l) Okhaldhunga Dispensary.
- m) Anandaban Leprosy Hospital (courtesy).
- n) UMN Treasurer.
- o) Auditor's report.

The report of the Gorkha Hospital was accepted, with note taken that there has been a considerable drop in outpatients. The Executive Committee realises that there are many factors contributing to this, but is interested in seeing subsequent analysis of visits to the Hospital and to the Community Outreach clinics to give a more realistic overall picture.

EC(1)-3/72. Annual Financial Statements. Annual financial statements from the above listed projects were received, together with the recommendations of the Finance Committee concerning these. It was RESOLVED to accept these statements and recommendations, and to submit them to the Board for approval, with the following endorsement of Minute FC(1)-19/72, b:

That the Scholarship Committee be instructed to buy whatever capital items are needed, at its discretion, from the recurring grants of the Scholarship Fund.

EC(1)-4/72. Finance Committee Report. The Minutes of the Finance Committee of 21st March 1972 were received and discussed. It was RESOLVED that these Minutes be accepted, with the inclusion of the Capital budget asking of Rs.31,500 for a vehicle for Mahendra Bhawan.

The following additional resolutions were also passed:

a) Auditors' Reports. Minute FC(1)-16/72 should include details of all audits, both external and internal. It was reported that the Treasurer's account have been audited by Krishnaswamy & Co., who are now working on the Provident Fund accounts. Headquarters Project accounts have not yet been begun. It was noted that all 1971 audits will be completed in 1972.

It was RESOLVED to request that the Auditor's Report on the Treasurer's accounts be submitted annually for printing with the Statements.

b) Furniture grants.

i) In Minute FC(1)-19/72, a, the amount which the Building Department should budget for furniture for the Mowlls to read Rs.2,000.
ii) In Minutes FC(1)-19/72,c,ii, and FC(1)-20/72,b,i, the amount budgeted and granted to Tansen for furniture for houses to read Rs.5,000.

c) Lumbini Zone ANM School. With reference to FC(1)-19/72,c.vi, it was RESOLVED that the building of the Hostel in Butwal must be entirely dependent upon receipt of permission for and recognition of the School from HMG.

d) Division of Consulting Services. FC(1)-19/72,d to be contingent on approval of the Board of the establishment of the Division of Consulting Services.

e) Capital Fund Statements. The format outlined for future statements of Project Capital and Designated Fund accounts in FC(1)-26/72 will also apply to those funds held by the Treasurer.

f) Business Manual. The Manual as described in FC(1)-27/72 should be kept up-to-date for all projects by the Treasurer.

EC(1)-5/72. Supplementary Plans for I.T.I.D. It was RESOLVED that the following additional posts be approved as personnel needs for the ITID:

BTI: Personnel Officer

Assistant Supervisor, Electric Shop.

BPF: Maintenance Supervisor.

BPC: Electrical Engineer, until Nepali counterpart can be trained.
2 Assistant Builders (MCC men).

EC(1)-6/72. 5% Capital Charge. It was RESOLVED that the matter of the policy of making a 5% service charge on all capital funds, implemented at a time when the General Fund receipts of the Mission were low, should be reconsidered at the time of the next Finance Committee Meeting.

EC(1)-7/72. Special Allowance. It was noted that the UMN has upgraded the Special Allowance to Rs.50/- per month, which has brought this allowance into line with that which has been paid by the Tansen Hospital for the past several years. In the event of Tansen Project making a further request for an increase in the Special Allowance, it was RESOLVED to authorise the Tansen Hospital to obtain comparative figures of cost of living from other projects in order to enable the Finance and Executive Committees to come to a decision in this matter.

EC(1)-8/72. Pokhara Bank Account. It was RESOLVED that an account be opened at the Nepal Bank Ltd., Pokhara Branch, to be called the "UMN Pokhara Project Account", to be operated by the UMN Pokhara Project Leader, the UMN

Pokhara Project Treasurer, and the UMN Treasurer, signing singly.

PERSONNEL MATTERS

EC(1)-9/72. Board Appointees who have arrived since the last Executive Meeting (for information only):

Dr. Mary Eldridge
Dr. and Mrs. Trevor Strong
Mr. and Mrs. Roland Newton
Miss Glenys Walker
Mr. and Mrs. Dennis Neumann (Direct Appointees)
Dr. Jennifer Frank (Direct Appointee)

EC(1)-10/72. New Board Appointees expected to arrive (for information only):

Mr. Ernst Braun, April 1972
Miss Barbara Lewis, August 1972
Mrs. Alice Wygant
Mr. and Mrs. Seppo Kostamo
Miss Ellen Miller.

EC(1)-11/72. Rev. and Mrs. Dag Aandstad, teacher and physician, offered by the World Mission Prayer League, Norway. It was RESOLVED to accept Rev. and Mrs. Aandstad for service in the UMN, with thanks to God and to their sending Mission.

EC(1)-12/72. Miss Rivta Saukkonen, nurse tutor, offered by the Free Church of Finland. It was RESOLVED to accept Miss Saukkonen for service in the UMN, with thanks to God and to her sending Mission.

EC(1)-13/72. Dr. and Mrs. Stanley Barnett, anaesthesiologist and nurse, offered by Bible & Medical Missionary Fellowship, USA. It was RESOLVED to accept Dr. and Mrs. Barnett for service with the UMN, with thanks to God and to their sending Mission; with the provision that some mutually agreeable arrangement be worked out between the UMN, BMMF and Dr. and Mrs. Barnett concerning military service.

EC(1)-14/72. Mr. and Mrs. Robert Yoder, civil engineer and teacher, offered by the Mennonite Board of Missions & Charities. It was RESOLVED to accept Mr. and Mrs. Yoder for service with the UMN, with thanks to God and to their sending Mission.

EC(1)-15/72. Mr. and Mrs. Richard Clark, teachers, offered by the Bible & Medical Missionary Fellowship, UK. It was RESOLVED to accept Mr. and Mrs. Clark for service with the UMN, with thanks to God and to their sending Mission.

EC(1)-16/72. Mr. and Mrs. Roland Newton, maintenance man and nurse, offered by the World Mission Prayer League, USA. It was RESOLVED to accept Mr. and Mrs. Newton for service with the UMN, with thanks to God and to their sending Mission.

EC(1)-17/72. Dr. Margareta Hook, offered by the Swedish Baptist Mission. It was RESOLVED to accept Dr. Hook for service with the UMN, with thanks to God and to her sending Mission.

EC(1)-18/72. Miss Britt-Marie Johannsen, nurse, offered by the Swedish Baptist Mission. On receipt of satisfactory medical reports, it was RESOLVED to accept Miss Johannsen for service with the UMN, with thanks to God and to her sending Mission.

EC(1)-19/72. Miss Gunnel Borg, nurse, offered by the Swedish Baptist Mission. It was RESOLVED to accept Miss Borg for service with the UMN, with thanks to God and to her sending Mission.

EC(1)-20/72. Dr. Mona Bomgaars, United Presbyterian Church. The Executive Committee expressed interest in the proposed offer of Dr. Bomgaars for service in Nepal.

EC(1)-21/72. Dr. Jennifer Frank, sponsored by the Anglican Church of Canada. It was noted that Dr. Frank has been accepted for a two year term for appoint-

ment as a Direct Appointee with the UMN.

EC(1)-22/72. Mr. and Mrs. Ernst Gugeler, mechanical design engineer, United Church of Canada, serving at Butwal Technical Institute. Mr. and Mrs. Gugeler are due to leave on furlough in May 1972. It was RESOLVED to thank them for their term of service with the UMN.

EC(1)-23/72. Miss Rut Peterson, nurse, Swedish Baptist Mission, serving at Bhaktapur Hospital. Miss Peterson is due to leave on furlough in August 1972. It was RESOLVED to thank her for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-24/72. Mr. and Mrs. John Cook, agriculturalist/teacher, R.B.M.U., serving at the Children's Hostel. Mr. and Mrs. Cook plan to leave Nepal on furlough in May 1972 for furlough and study leave. It was RESOLVED to thank them for their service with the UMN, and to welcome their return to Nepal after furlough, if there is a suitable opening for them at that time.

EC(1)-25/72. Miss Anneli Talso, nurse, Free Church of Finland, serving at Gorkha Project. Miss Talso is due for furlough in August 1972. It was RESOLVED to thank her for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-26/72. Miss Ruth Angove, dietitian, Direct Appointee sponsored by the United Methodist Church, serving at Shanta Bhawan Hospital. Miss Angove is due to leave on furlough in July 1972. It was RESOLVED to thank her for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-27/72. Mr. and Mrs. Asbjorn Voreland, teachers, W.M.P.L., Norway, serving at Gorkha Project. Mr. and Mrs. Voreland are due to leave on furlough in June 1972. It was RESOLVED to thank them for their service with the UMN, and to welcome their return to Nepal after furlough.

EC(1)-28/72. Miss Chris Eggers, nurse, R.B.M.U., serving at Gorkha Project. Miss Eggers is planning to leave on furlough in October 1972. It was RESOLVED to thank her for her service with the UMN.

EC(1)-29/72. Mr. and Mrs. Larry Asher, agriculturalist, United Methodist Church, serving at the Boys' Boarding School, Pokhara. Mr. and Mrs. Asher are due to leave for furlough in November 1972. It was RESOLVED to thank them for their service with the UMN, and to welcome their return to Nepal after furlough.

EC(1)-30/72. Mr. and Mrs. Robert Buckner, industrial arts teacher, United Methodist Church, serving at the Boys' Boarding School, Pokhara. Mr. and Mrs. Buckner are due to leave on furlough in June 1972. It was RESOLVED to thank them for their service with the UMN, and to welcome their return to Nepal after furlough.

EC(1)-31/72. Miss Gwen Coventry, nurse, R.B.M.U., serving at Danrajheri in the Tansen Area. Miss Coventry is due to leave on furlough in October 1972. It was RESOLVED to thank her for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-32/72. Miss Denise Stringer, physiotherapist, B.M.M.F., serving at Tansen Hospital. Miss Stringer is due to leave on furlough in May 1972. It was RESOLVED to thank her for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-33/72. Miss Klara Pedersen, nurse, W.M.P.L., Norway, serving at Tansen Hospital. Miss Pedersen is due to go on a short furlough in May 1972. It was RESOLVED to thank her for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-34/72. Mr. and Mrs. Thomas Haggerty, mechanic, United Church of Canada, serving with the Building Department. Mr. Haggerty has served most of two terms at Shanta Bhawan Hospital, and is commended for having trained in, and handed over the maintenance department of the hospital

to, a Nepali assistant by the end of 1971. Mr. and Mrs. Haggerty are due to leave on furlough in June 1972. It was RESOLVED to thank them for their service with the UMN, and to welcome their return to Nepal after furlough and study leave, provided there is a suitable opening for them at that time.

EC(1)-35/72. Mr. and Mrs. Francis Sauer, mechanical engineer, United Presbyterian Church, serving at Butwal Technical Institute. Mr. and Mrs. Sauer are due to leave on furlough in September 1972. It was RESOLVED to thank them for their service with the UMN, and to welcome their return to Nepal after furlough.

EC(1)-36/72. Dr. and Mrs. Jonathan Yoder, Mennonite Board of Missions & Charities, serving at Tansen Hospital. Dr. and Mrs. Yoder are planning to leave on furlough in October 1972. It was RESOLVED to thank them for their service with the UMN, and to welcome their return to Nepal if the way should open up for them to return.

EC(1)-37/72. Miss Tomoe Tawara, nurse, J.O.C.S., serving with Kathmandu Valley District Clinics. Miss Tawara is planning to leave on furlough in August 1972. It was RESOLVED to thank her for her service with the UMN, and to welcome her return to Nepal after furlough.

EC(1)-38/72. Miss Laina Vaismaa, teacher, Free Church of Finland. Miss Vaismaa has served with the Gorkha Project, but it was noted that she had had to return home on sick leave in October 1970 and will not now be returning to Nepal for health reasons. It was RESOLVED to thank her for her service with the UMN, and to express the hope that the Lord will fully heal her and give her opportunities to work for the UMN in Finland.

EC(1)-39/72. Mr. Colin Smith, teacher, R.B.M.U. Mr. Smith has served with the Boys' Boarding School, Pokhara, and is presently on furlough. Further to Minute EC(2)-35/71, it was noted that it is unlikely that Mr. Smith will return to Nepal with the UMN. It was RESOLVED to thank him for his service with the Mission in Nepal.

EC(1)-40/72. Mr. and Mrs. Howard Barclay, teacher and nurse, R.B.M.U. and B.M.M.F. Mr. and Mrs. Barclay are presently serving at UMN Headquarters, and have offered their resignation from the UMN as from July 1972 to take up another post in Australia. It was RESOLVED to accept this resignation with regret, and to recommend that the Board adopt a resolution of appreciation to Mr. and Mrs. Barclay for their service with the UMN.

EC(1)-41/72. Dr. Eleanor Knox, C.M.S. of Australia. Dr. Knox had served for two terms with the UMN, at Tansen and Shanta Bhawan Hospitals, and went on furlough in November 1968. She has now resigned from the UMN for health reasons. It was RESOLVED to accept this resignation with regret, and to thank her sincerely for her service with the UMN in Nepal.

EC(1)-42/72. Miss Rachel Wolff, Episcopal Church of USA. Miss Wolff has served two terms as hostess at Shanta Bhawan Hospital, and is due to retire in September 1972. It was RESOLVED to thank her for her service with the UMN and to wish her God's blessing through the coming years.

EC(1)-43/72. Mr. and Mrs. Ed Miller, Business manager, Mennonite Central Committee. Mr. and Mrs. Miller have served at Butwal Technical Institute, and will complete their term in June 1972. It was RESOLVED to thank them for their service with the UMN.

EC(1)-44/72. Mr. Harvey Bauman, Mechanical engineer, Mennonite Central Committee. Mr. Bauman is presently serving at the Butwal Technical Institute, and will complete his term in June 1972. It was RESOLVED to thank him for his service with the UMN.

EC(1)-45/72. Mr. James Kauffman, mechanic, Mennonite Central Committee. Mr. Kauffman has served at the Butwal Technical Institute, and will finish his term in August, 1972. It was RESOLVED to thank him for his service with the UMN.

EC(1)-46/72. Miss Dorothea Friederici, nurse, Committee for Service Overseas. Miss Friederici has served at Mahendra Bhawan School and the Scholarship

Committee, and is planning to terminate her service in March 1972. It was RESOLVED to thank her for her service with the UMN.

EC(1)-47/72. Miss Lena Graber, nurse, Mennonite Board of Missions & Charities. Miss Graber returned to Shanta Bhawan Hospital for a one-year term, which will be completed in April 1972. It was RESOLVED to thank her for her service with the UMN.

EC(1)-48/72. Miss Margaret Kingsley, teacher, Baptist Missionary Society. Further to the decision of EC(2)-38/71, it was RESOLVED to accept Miss Kingsley back into the UMN with thanks, pending receipt of formal application.

EC(2)-49/72. Mr. and Mrs. Olli Kaariainen, business administrator, Free Church of Finland. Further to Minute EC(2)-24/71, it was RESOLVED with deep regret that it was not possible for the UMN to accept Mr. and Mrs. Kaariainen for service in Nepal for health reasons.

EC(1)-50/71. Resignation of BTI Director. Mr. F. Sauer had offered his resignation from the post of Director of BTI as from 1st March, 1972. It was RESOLVED to accept this resignation, noting with gratitude that Mr. Sauer is now able to fill the much needed post of Training Supervisor at B.T.I.

EC(1)-51/72. Director, BTI. It was RESOLVED that Mr. Helmut Milcke be appointed as Temporary Director of BTI, until such time as the UMN is able to secure the services of a qualified Director, and Mr. Milcke requires to be released from this post to give his full attention to the Plywood Factory.

EC(1)-52/72. Deputy Director, BTI. It was RESOLVED that no appointment be made at this time to the post of Deputy Director of BTI, but that the Director be instructed to appoint a senior staff member to act for him during his absence.

EC(1)-53/72. Medical Director, Bhaktapur Hospital. It was RESOLVED to appoint Dr. D. Roche as Medical Director of Bhaktapur for a further term of three years.

EC(1)-54/72. Medical Director, Okhaldhunga. It was RESOLVED to appoint Dr. K. Itoh as Medical Director of Okhaldhunga for a term of three years.

EC(1)-55/72. Medical Director, Gorkha. It was RESOLVED to appoint Dr. H. Huston as Medical Director at Gorkha in retrospect from September 1971 for a three-year term.

EC(1)-56/72. Education Director, Gorkha. It was RESOLVED that the matter of making this an Executive-appointed post be referred to the Administrative Committee.

EC(1)-57/72. Administrator, SBH Community Health Program. It was RESOLVED to appoint Mr. S. Ruohoniemi to this post for a three year term, pending approval of the establishment of this Program by the Board.

EC(1)-58/72. Education Secretary. Further to the resolutions of EC(2)-55/71 and WC-18/72, it was RESOLVED to recommend to the Board that Miss M. McCombe be appointed to the post of Education Secretary at the time of Mr. H. Barclay's departure from Nepal in July 1972.

OTHER MATTERS

EC(1)-59/72. Annual Report to HMG. It was RESOLVED to accept with thanks the abridged report which had been prepared for HMG, and to present this to the Board for approval.

EC(1)-60/72. Agriculture Project, Gorkha. The Executive Secretary reported that this project had been officially handed over to HMG on 31st July, 1971. Further details are found under the Gorkha Area Report.

EC(1)-61/72. Education work in UMN. The Education Secretary reported on the present

situation, with particular reference to the report of the Education Conference held in January 1972, and negotiations with HMG concerning the Boys' Boarding School in Pokhara. Mr. Barclay led in prayer for God's guidance in these negotiations for the future of the School.

EC(1)-62/72. Public Health Guidelines. It was RESOLVED to endorse the recommendation of WC-24/72, and to await a further report from the Administrative Committee.

EC(1)-63/72. Cooperation with HMG. The Executive Secretary reported further on the areas of possible cooperation as outlined in EC(2)-17/71, as follows:

- i) Naikab-Thankot Village Development Project - awaiting further decision from HMG.
- ii) Okhaldhunga District Hospital - awaiting further decision from HMG.
- iii) Shanta Bhawan Hospital Community Health Program - see Appendix ii) to Finance Committee Minutes.
- iv) Bhaktapur District Hospital - see EC(2)-12/71, I,e.
- v) Lumbini Zone ANM School - Plans are going ahead, but recognition is still awaited from HMG.
- vi) Lumbini Zone Outreach Program - Some cooperation with Butwal Hospital has been possible, but sanction for the Outreach Program is still awaited from HMG.
- vii) Teacher at Buling High School - further decision awaited from HMG.

EC(1)-64/72. Future of Shanta Bhawan Hospital. A full discussion took place on the present situation, and the arguments for and against buying Shanta Bhawan property at this time. It was RESOLVED:

- i) To recommend to the Board the continuation of the suggested policy that the UMN buy 50 ropanis of the Shanta Bhawan property, and rent the remaining required 10 ropanis.
- ii) To recommend to the Board that, with reference to EC(2)-12/71, I,a, the future role of the hospital be modified thus:
 - a) To assist the Lalitpur District and Town Panchayats and other agencies in development of their comprehensive health care programs;
 - b) To operate a base hospital of up to 150 beds, including up to 50 private beds;
 - c) To train nurses for registration.

EC(1)-65/72. Administration of Shanta Bhawan Hospital. With reference to EC(2)-56/71, it was RESOLVED to request the Administrative Committee to continue work on this matter until a definite proposal can be made.

EC(1)-66/72. National Prosthesis Center. It was RESOLVED that the UMN association with the National Prosthesis Center be placed under UMN administration, with special reference to the Health Services Secretary as the UMN representative on the N.P.C. Board.

EC(1)-67/72. Education for missionaries' children. It was RESOLVED to endorse the recommendation of WC-9/72, and to present it to the Board for approval.

EC(1)-68/72. Legal status of UMN. With reference to EC(2)-62/71, it was RESOLVED to authorise the Executive Secretary to continue investigations into this matter.

EC(1)-69/72. Relationship of CNI to UMN. The Executive Secretary reported that the Church of North India had resolved to retain the membership of the old U.C.N.I. in the United Mission, to send an annual grant and to seek workers for secondment to Nepal.

EC(1)-70/72. Scholarship Committee. Further to Minute EC(1)-49/71, and discussion on the matter, it was RESOLVED:

- a) To approve the continuation of the post of fulltime Secretary of the Scholarship Committee.
- b) To appoint the following Scholarship Committee to serve for the year 1972-73:

Miss M. McCombe
Mr. C. P. Malla
Mrs. F. Bond
Mrs. M. Karthak
Mr. D. B. Bista
Mr. P. B. Rai
Mrs. C. Spivey.

Ex-officio: The Executive Secretary and Functional Secretaries.

It was noted that it will not be possible to make an appointment to the fulltime post of Secretary immediately after Miss Friederici's departure this month, but it is hoped that this will be filled later in the year.

EC(1)-71/72. Holiday Housing. The Executive Secretary reported that plans are being formulated for providing holiday housing for UMN workers in Pokhara and at Godavari, Kathmandu Valley.

EC(1)-72/72. Tansen Hospital Constitution. It was RESOLVED to recommend to the Board an amendment to the Tansen Hospital Constitution, as found in BD-21/72.

EC(1)-73/72. ITID Constitution. It was RESOLVED to recommend to the Board the approval of a revised Constitution for the ITID, based on the old BTI Constitution, as found under BD-22/72.

EC(1)-74/72. UMN Constitution. It was RESOLVED to recommend to the Board the approval of the amendments listed in BD-19/72, taken from Minutes of the Board Meeting of March 1971 and the Executive Meeting of November 1971, with the inclusion of the following additions and amendments:

- a) The inclusion of the amended ruling on the Quorum of the Board, Bye-law III.A.
- b) The alteration of "four week" to "six weeks" in Bye-law VI.B. 3 and 4.
- c) The inclusion of the new ruling on Area Superintendent's duties in Bye-law VII, new F, new 6.

EC(1)-75/72. Date of the next meeting. It was agreed to set the dates for the next meetings as:

Finance Committee - 6th November, 1972.
Executive Committee - 7-8th November, 1972.

The meeting was closed with prayer.

Minutes of the
Board of Directors Meeting
Held in Kathmandu, Nepal
March 23-24, 1972.

The Board of Directors met in its Annual Meeting at Thapathali, Kathmandu, in the Board Room of UMN Headquarters. Sessions lasted from 1.30-6.00 on Thursday, 23rd March, and from 9.00-12.00 and 1.30-6.00 on Friday, 24th March, with breaks for morning coffee and afternoon tea.

Devotions. Mr. M. Roemmele spoke at the opening of the first session from Psalm 93, pointing out the majesty and might of God, even when everything appears to go wrong. On the Friday morning, Bishop D. D. Pradhan read Is.6:1-4, and again high-lighted the sovereignty of God in the midst of perplexing circumstances.

BD-1/72. Schedule of Membership and Roll Call. The schedule of membership at the time the meeting opened was as follows, with all delegates present except as indicated. A warm welcome was extended to the large number of members, whose attendance made this the biggest Board Meeting on record in the UMN. Note should be taken of Minute BD-28/72, making an alteration in this schedule as from the date of this meeting.

A. Member Bodies and their representatives:

1. American Friends Mission - none.
2. Assemblies of God - Rev.C.Greenaway (observer); Rev.S.Bryant (observer).
3. Baptist Missionary Society - Miss J. Knapman.
4. Bible & Medical Missionary Fellowship - Mr.M.Roemmele, Miss H.Quirk (absent), Miss D.Barker (alternate).
5. Central Asian Mission - none.
6. Christian Church (Disciples of Christ) - none.
7. Church Missionary Society, U.K. = Dr.J.Bavington, Miss M.James.
8. Church Missionary Society, Australia - Dr.J.Bavington, Miss M.James.
9. Church of North India - Mr.A.C.Dharmaraj (absent).
10. Committee for Service Overseas, Germany - Mr.M.Drewes, Dr.C.Kupfer-nagel.
11. Darjeeling Diocesan Council & Church of Scotland - Bishop D.D.Pradhan.
12. Free Church of Finland - Miss K.Kormu.
13. Gossner Mission - Mr.M.Seeberg.
14. International Christian University Church, Tokyo - Dr.Y. Furuya.
15. Japan Overseas Cooperative Service - Dr.R.Miyake, Rev.H.Murakami, Mr.K.Tamura (alternate).
16. Mennonite Board of Missions & Charities - Dr.M.Kniss, Dr.H.S.Martin.
17. Regions Beyond Missionary Union - Dr.K.Sanders, Mr.H.O.Pritchard.
18. Swedish Baptist Mission - Miss E.Cederholm.
19. Swiss Friends Mission - Miss L. Ammann.
20. United Fellowship for Christian Service - Miss L. Chipley.
21. United Church of Canada - none.
22. United Methodist Church, USA - Dr. C.L.Joshi.
23. United Presbyterian Church, USA - Rev.G. Ruff (absent), Dr.R.Fort, Rev.J.Alter (alternate).
24. Wesleyan Church of America - none.
25. World Mission Prayer League, Norway - Mr.A.Voreland.
26. World Mission Prayer League, USA - Rev.A.Berg, Rev.R.Hagen (absent).

B. Co-opted members:

i) Associate Member Bodies and their representatives:

26. Episcopal Church of USA - none.
28. Leprosy Mission - Dr. V. Das.
29. Mennonite Central Committee - Mr.V.Reimer.
Nepali Community - Rev. R. Karthak, Mr. P.Rai.

ii) UMN appointed workers:

Education Secretary & Kathmandu Area Superintendent - Mr.H.Barclay.
Health Services Secretary - Dr.G.Mack.

C. Ex-officio members:

Executive Secretary - Rev. F.Wilcox.
Treasurer - Mr.I.Stuart.

Gorkha Area Superintendent - Mr. A. Voreland.
Tansen Area Superintendent - Dr. P. Dodson.
Workers' Conference Representative - Mr. L. Asher.
BTI Board Representative - Mr. H. Milcke.
SBH Board Representative - Mr. P. Spivey.

BD-2/72. Schedule and Agenda. The above schedule of meetings was agreed upon, and the agenda accepted as presented by the Executive Secretary.

BD-3/72. Confirmation of Minutes. The Minutes of the Board Meeting of 19-20th March, 1971 were accepted and confirmed as circulated.

BD-4/72. Annual Reports. Duplicated copies of the annual reports from all the projects of the UMN had been circulated to members before the meeting. These were accepted as from the Executive Committee, together with brief verbal reports given by representatives from the various projects, as follows:

- a) UMN Headquarters Report for 1971 - Appendix B to these Minutes.
- b) Special Projects Report for 1971 - Appendix C to these Minutes.
- c) Public Health Program Report for 1971 - Appendix D to these Minutes.
- d) Tansen Area Report for 1971 - Appendix E to these Minutes.
- e) Butwal Technical Institute Report for 1971 - Appendix F to these Minutes.
- f) Boys' Boarding School, Pokhara Report for 1971 - Appendix G to these Minutes.
- g) Gorkha Project Report for 1971 - Appendix H to these Minutes.
- h) Shanta Bhawan Hospital Report for 1971 - Appendix I to these Minutes.
- i) Kathmandu Valley District Clinics Report for 1971 - Appendix J to these Minutes.
- j) Girls' High School, Kathmandu Report for 1971 - Appendix K to these Minutes.
- k) Bhaktapur Hospital Report for 1971 - Appendix L to these Minutes.
- l) Okhaldhunga Dispensary Report for 1971 - Appendix M to these Minutes.
- m) Anandaban Leprosy Hospital Report for 1971 (courtesy) - Appendix N to these Minutes.
- n) Treasurer's Report for 1971 - Appendix O to these Minutes.
- o) Auditor's Report (verbal).

BD-5/72. Annual Financial Reports. The Annual Financial Reports from the above named projects were accepted as presented by the Executive Committee, together with the recommendations of the Finance Committee, as found in Appendix A to these Minutes. The Statements appear with the Annual Reports of each project under the above listed appendicies.

BD-6/72. Annual Report to HMG. As requested by the UMN General Agreement with HMG, an annual report for the Mission had been prepared for submission to His Majesty's Government. This was circulated to members of the Board, and accepted with thanks.

BD-7/72. Workers' Conference Report. Mr. Larry Asher, the appointed representative of the Workers' Conference for 1972, reported on the Conference held 2-7 March, 1972, and the valuable time of fellowship and discussion which had been appreciated by members of the UMN. The Minutes of the Conference had been circulated to the delegates to the Board, and it was RESOLVED to accept these, which appear as Appendix P to these Minutes. The various recommendations of the Conference to this Board were dealt with as they appeared on the Board agenda.

BD-8/72. Appointment of members to the SBH Managing Board. Upon receipt of the recommendation of the Shanta Bhawan Hospital Board, it was RESOLVED to elect the following Community Representatives to serve on the Board for a two-year term as from the date of this meeting:

Mr. Lazarus N.B. Bhattarai; Mr. Mani Harsha Jyoti
(to replace Dr. Rajbhandari and Miss Uma Das, who are unable to serve again in this capacity).

BD-9/72. Appointment of members to the BTI Managing Board. On the recommendation of the BTI Managing Board and the BTI Internal Coordinating Committee, it was RESOLVED to appoint the following to serve on the BTI Managing Board for one year from the date of this meeting:

Rev. F. Wilcox, Mr. I. Stuart, Mr. S. Ruohoniemi, Rev. P. Wagner.

BTI-ICC Representative: Mr. I. Colterjohn, with an alternative yet to be nominated.

Co-opted: Shri D. B. Thapa, Mr. S. J. Rana, Mr. J. Lindell.

BD-10/72. Treasurer. (Ref. EC(2)-49/71 and WC-14/72). It was RESOLVED to appoint Mr. I. Stuart as Treasurer for a further term of three years from the date of this meeting.

BD-11/72. Kathmandu Area Superintendent. (Ref. EC(2)-53/71 and WC-15/72). It was RESOLVED that no appointment should be made to this post at this present time, only as a temporary and experimental measure.

BD-12/72. Gorkha Area Superintendent. (Ref. EC(2)-52/71 and WC-16/72). It was RESOLVED to appoint Miss F. Swenson as Gorkha Acting Area Superintendent for the time of Mr. Voreland's absence on furlough from June 1972.

BD-13/72. Tansen Area Superintendent. (Ref. EC(2)-50/71 and WC-17/72). It was RESOLVED to appoint Dr. P. Dodson as Tansen Area Superintendent for a further three year term as from the date of this meeting. In response to the request of the Workers Conference, it was further RESOLVED that UMN administration work out details of the lines of authority for the Area Superintendent and the Medical Director of the Hospital, the defined duties being listed in the UMN Bye-laws VII, E and the Tansen Hospital Bye-laws V.A.

BD-14/72. Education Secretary. (Ref. EC(2)-55/71, WC-18/72 and EC(1)-58/72). It was RESOLVED to appoint Miss M. McCombe as Education Secretary for a three-year term from the time of Mr. Barclay's departure from Nepal in July 1972.

BD-15/72. Health Services Secretary. (Ref. EC(2)-54/71 and WC-19/72). It was RESOLVED to appoint Dr. G. Mack to the post of Health Services Secretary for the period from this meeting to June 1973; noting that steps are being taken to comply with the requests of the Workers Conference.

BD-16/72. Technical Services Secretary. (Ref. EC(2)-57/71 and WC-20/72). It was RESOLVED that no appointment should be made to this post at this time.

BD-17/72. Consultant to Health Services Secretary. It was RESOLVED to accept Dr. Gould's resignation from this position, and that no further appointments should be made to the post.

BD-18/72. Mr. and Mrs. Howard Barclay. (Ref. EC(1)-40/72). Mr. and Mrs. Howard Barclay have served for 12 years as missionaries of the RBMU, and more recently the BMMF, under appointment to the United Mission to Nepal. They plan to terminate their work here at the end of July 1972 to return to Australia to take up a very important position of leadership in overseas mission.

During their period of service in Nepal they have filled vital positions in pioneer work in Gorkha, as Gorkha Area Superintendent, Kathmandu Area Superintendent, Education Secretary, and, during Mr. Lindell's furlough, Executive Secretary. Howard, with his infectiously happy spirit backing everything he does, has used his gifts of Nepali, Bible knowledge, and administration-education expertise to the full. Betty's smile and quiet voice in the home, together with her firm Christian commitment, have supported Howard effectively; and she has made strong contributions in other areas such as the Kathmandu Language School, literature and communications, the HQ Guesthouse and the Scholarship Committee.

These friends and fellow-workers are the finest possible examples of "living epistles" demonstrating the love of Jesus Christ, and commanding their Lord to everyone. The fruit of their testimony is assuredly found in many lives in Nepal. We thank God for them, and we pray that they will find continuing joy and satisfaction in their new appointment, which we hope will bring them back frequently to this Himalayan Kingdom.

BD-19/72. UMN Constitution and Bye-laws. A list of proposed amendments to the UMN Constitution and Bye-laws, as recommended by the Board in 1971, by Executive Committee in November 1971, and by Executive Committee in March 1972, was received and studied. With the addition of some minor alterations, it was RESOLVED to accept and confirm these amendments, as follows:

(items marked ** will have to be ratified at the meeting of the Board in 1973):

** 1) Purpose of the UMN, Const. II.A. (ref. EC(2)-68/71,4). Para to read:
"The purpose of the United Mission is to minister to the needs of the people in Nepal in the Name and Spirit of Christ, and to make Christ known by work and life, thereby strengthening the universal Church in its total ministry."

** 2) Basis of Faith, Const. VI: alter position to Art.III. (ref. EC(2)-68/71,10)
Also, Old III now becomes new IV;
Old IV now becomes new V;
Old V now becomes new VI.
Ref. in Bye-law II.A. should be to "Article V.B."
Ref. in Bye-law X, second sentence, should be to "Article V.K."

3) Functional Secretaries, Const. new V.B. (ref. BD-14/71, No.12).

Para B.2: "The Executive Secretary, Treasurer, Area Superintendents, Functional Secretaries, one representative from the Workers Conference, and one representative from each separate governing body which has been appointed by the Board, who shall have voice but no vote."

Para E: Alter last sentence: "The Executive Secretary, Treasurer, Area Superintendents, and Functional Secretaries shall be ex-officio members of the Executive Committee."

Para H: "As it may deem necessary, the Board shall appoint Superintendents for geographical areas of work in Nepal. Area Superintendents so appointed shall work under the direction of the Executive Secretary in their respective areas of responsibility."
(ref. EC(2)-68/71,6) "They shall serve as ex-officio members of the Executive Committee, the Board and the Administrative Committee."

Para I: "As it may deem necessary, the Board shall appoint Secretaries for Functional areas of work in the United Mission. Functional Secretaries so appointed shall be responsible to the Executive Secretary in their work, and at an area or project level their function will be advisory and consultative. They shall serve as ex-officio members of the Executive Committee, the Board and the Administrative Committee."

Para J: (See No.5 below).

Para K: (ref. EC(2)-68/71,1). "The Executive Secretary, Treasurer, Area Superintendents, Functional Secretaries and Personnel Secretary, and any co-opted members, shall form the Administrative Committee."

Para L: Old para I of 1968 draft.

Bye-law VII, new G (see No.5 below for change of lettering):

"Functional Secretary.

1. He shall be responsible to the Executive Secretary for his work.
2. He shall become acquainted with the work of HMG and other agencies and act as liaison with them in behalf of the United Mission.
3. He shall advise and assist in the planning of the United Mission's work, both in local projects and throughout the Mission.
4. He shall advise and assist Headquarters administration in personnel matters, making recommendations to the Executive Secretary, particularly on appointments.
5. He shall advise and assist concerning supplies and equipment where needed.
6. He shall assist in public relations in Nepal and with Mission constituencies.
7. He shall further assist the implementation of the work of the Mission in ways that may be assigned to him by the Executive Secretary."

4) Duties of Board and Executive Committee, Const. new V.C. (ref.BD-14/71, 9).

Last sentence to read: "The Board may also establish separate governing bodies for particular institutions or projects, and shall appoint the members of such governing bodies."

** 5) Personnel Secretary, Const. new V, new J. (Ref. EC(2)-68/71, 1).

Para J: "As it may deem necessary, the Board shall appoint a Personnel Secretary, who shall also serve as Assistant to the Executive Secretary, and shall be responsible to the Executive Secretary in all of his work. He shall be authorised to serve as Acting Executive Secretary when the Executive Secretary is absent from Kathmandu, or is incapacitated by illness. He shall be an ex-officio member of the Administrative Committee; and, when acting as Executive Secretary, he shall also be an ex-officio member of the Board, the Executive Committee, and any other project Boards and Committees of which the Executive Secretary is an ex-officio member."

Para K: (See No.3 above).

Bye-law V., new C. "Personnel Secretary.

To be elected for a three year term, to be terminated on leaving Nepal on furlough or for other reasons for a period of three months or longer; provided, however, that when it is considered desirable for the officer to resume office on return from such absence, arrangements may be made for an acting appointment in the interim.

Nominations for this appointment will be made by the Executive Committee to the annual meeting of the Board. Suggestions for nominations may be made to the Executive Committee by member bodies. The nomination by the Executive Committee shall be presented to the Workers' Conference for comment, if possible, before presentation to the Board."

Bye-law VII, new D. "Personnel Secretary.

1. He shall be directly responsible to the Executive Secretary for his work, and shall undertake any particular task assigned to him by the Executive Secretary.
2. In consultation with the Executive Secretary he shall initiate and respond to correspondence with United Mission member bodies, His Majesty's Government of Nepal, with other agencies, regarding procurement of personnel needed to carry out the aims and purposes of the United Mission.
3. He shall advise and assist Headquarters administration and project and institutional leaders in personnel matters, making recommendations to the Executive Secretary, particularly on appointments.
4. At regular intervals, in consultation with the Executive Secretary and other United Mission administrative leadership, he shall compile a list of United Mission personnel requirements, including brief job descriptions, which shall be circulated to all member bodies.
5. He shall keep a file of all United Mission workers, seek to acquaint himself with these workers, and offer counsel and help to them in personal problems and difficulties."

Alter old D to E; old E to F; old F to G; and old G to H.

6) Non-UMN Workers, Const. new V, new L. (ref. EC(2)-68/71,8). Second para to read: "In work to which the United Mission is unable to assign workers, member bodies may second workers directly, in consultation with the United Mission."

7) Nepali representation on the Board, Bye-law II, new D. (ref. EC(2)-68/71,2). "The Nepal Christian Fellowship, in its annual conference, may elect two representatives to the United Mission Board in a private capacity, each to serve a two-year term, such representation being full voting representation, and any elected representative to serve only two consecutive terms on the Board; one representative shall be elected each year."

8) Quorum of the Board, Bye-law III.A. (ref. EC(2)-69/71, b). "When the number of voting representatives present equals half the number of full member bodies of the United Mission, a quorum is established." (second sentence).

9) Quorum of the Executive Committee, Bye-law VI.B.3, (ref. BD-14/71, No.11). Add: "Whenever a quorum of four voting members of the Executive Committee is unavailable, Committee actions taken must be confirmed through correspondence vote of all absent voting members. Such correspondence shall be sent in the form of a registered letter with acknowledgement-due card attached. If no reply is received within six weeks of the posting of the Minutes of the meeting, the member's consent will be assumed."

10) Correspondence vote, Bye-law VI.B.4 (ref. EC(1)-74/72, b). In fourth sentence, substitute "six weeks" for "four weeks".

11) Area Superintendent's Duties, Bye-law VII, new F, new 6. (ref. EC(2)-69/71, c) "In consultation with the Executive Secretary, he shall appoint a Deputy Area Superintendent from among the senior BOARD APPOINTEES in his area, who shall have authority to act for the Area Superintendent in times of temporary absence, holiday or incapacitating illness."

12) Direct Appointees, Bye-law VIII,B. (ref. EC(2)-68/71, 3). First sentence to be amended to read: "Heads of institutions and project directors may appoint other workers within their approved budgetary limits, or self-supporting volunteers, as Direct Appointees for period of up to three years; these appointments being renewable."

13) Workers Conference representation on the Board, Bye-law XIII.F: (ref. EC(2)-68/71, 9). Rescind amendment of BD-14/71, 13, and retain Bye-law as it reads in current Constitution: "Early in its proceedings the Conference shall appoint one delegate who is not a Board appointed officer to represent it at the Annual Meeting of the Board...."

The Constitution and Bye-laws as amended to date are found as Appendix Q to these Minutes.

BD-20/72. Duties of Area Superintendent. It was RESOLVED to refer to the Administrative Committee the matter of whether or not it should be added to the duties of the Area Superintendent that he should be an ex-officio member of all project Management Boards and Committees in his area.

BD-21/72. Tansen Hospital Constitution. It was RESOLVED that the following amendments be made to the Tansen Hospital Constitution and Bye-laws: (Appendix R):

a) Const. V, Officers.

"The Hospital shall have the following Officers, appointed by the Executive Committee of the United Mission to Nepal, on the recommendation of the Executive Secretary and the Area Superintendent concerned:

- Medical Director.
- Administrative Officer.
- Superintendent of Nurses.
- Director of Nursing Education."

b) Bye-law I. Officers.

"The United Mission Hospital, Tansen will have the following officers, appointed by the Executive Committee of the United Mission to Nepal:

- Medical Director.
- Administrative Officer.
- Superintendent of Nurses.
- Director of Nursing Education."

c) Bye-law III. Internal Management Committee.

"A. This Committee shall be comprised of:

- Medical Director - Chairman.
- Administrative Officer - Secretary.
- Superintendent of Nurses.
- Director of Nursing Education.
- Area Superintendent."

d) Bye-law V, new D. Director of Nursing Education. "The Director of Nursing Education shall be the head of the Assistant Nurse Midwives School. She shall be a person with registrable nursing qualifications and a post-graduate qualification in teaching of nurses. She shall work in close cooperation with the Nursing Superintendent, and be responsible to the Medical Director. Specifically her responsibilities shall include:

- Developing, directing, reevaluating the program of training for

auxiliary nurses.

2. In cooperation with the Nursing Superintendent, selecting, disciplining, and discontinuing the training of, nursing students.
3. Procuring and maintaining physical facilities for the school of a standard consistent with its objectives.
4. In cooperation with the Nursing Superintendent and Hostel Supervisor, making arrangements for the welfare of the students, including accommodation, health, recreation and vacations.
5. Recommending to the Medical Director the employment, promotion and dismissal of assistant tutors.

BD-22/72. UMEDA Constitution. A new draft Constitution and Bye-laws was presented to the Board, following the instructions of EC(2)-8/71,d. This new draft was based largely on the former BTI Constitution currently in operation. After study and discussion, it was RESOLVED:

- a) To approve the establishment of the Division of Consulting Services.
- b) To approve the recommendation of the BTI-ICC that the new names of "United Mission Economic Development Agency" (Old ITID), and "Butwal Auyogik Kendra", or "Butwal Industrial Centre" (old BTI), should not be brought into use until after the signing of the new Special Agreement with HMG has been completed.
- c) To amend Bye-law 2.21 to read "...by the UMN Board in its annual meeting.."
- d) To amend Bye-law 2.61 to read "...Otherwise the Divisional Directors shall act as Joint Secretaries of the Board..", and to approve any further alteration of wording necessary throughout the Bye-laws as a result of this amendment.
- e) To amend Bye-law 3.29 to read "...to act as liaison with.."
- f) To request a clarification in Bye-law 5.2 of the term "Project Director" in relation to UMN and UMEDA.
- g) To amend Bye-law 10.0 to read "...3/5ths of the voting members.."
- h) With the above amendments, to approve the draft of the Constitution and Bye-laws as presented, with thanks to the Committee who had worked on the forming of this draft. It was noted that this new Constitution should go into effect as from 1st May, 1972.

BD-23/72. Education of Missionaries' Children. The recommendation of Workers' Conference as found in WC-9/72 was discussed in the light of impending changes in available education for children in Nepal. It was RESOLVED that UMN parents be permitted to set up Special Projects for providing for the tutoring of their children under terms and conditions similar to those set forth for conducting the UMN Children's Hostel as a Special Project of the UMN, and to request the Executive Secretary to oversee such Special Project development, either directly or through delegation to someone reporting to him on this matter.

BD-24/72. Lumbini Zone ANM School. The proposed plans for the new Lumbini Zone ANM School, as found in Appendix P of the Executive Committee Minutes, November 1971, were presented to the Board and discussed. It was RESOLVED to approve the establishment of this School in cooperation with HMG, the building of the necessary Hostel at Butwal to be contingent on receipt of the agreement for, and official recognition of, the School by HMG.

BD-25/72. Lumbini Zone Outreach Program. The plans for this Outreach Program are also found in Appendix P of the Executive Committee Minutes of November 1971. It was reported that there have been openings at the local Butwal Hospital, but that permission for the Outreach Program is still awaited from HMG. It was RESOLVED to approve the establishment of this Program, on receipt of the necessary government permission.

BD-26/72. Future of Shanta Bhawan Hospital. The matter of plans for the future of the hospital, the obtaining of property, and the enlarged outreach program was discussed at length. It was RESOLVED:

- a) To rescind the decision to buy the Surendra Bhawan property and build a new hospital.
- b) To authorise the Shanta Bhawan property to be purchased, preferably at a figure of Rs.2,000,000/-.
- c) To approve the re-defined role of the hospital as being:
 - i) To assist the Lalitpur District and Nagar Panchayats and other agencies in development of their comprehensive health care programs;

- ii) To operate a base hospital of up to 150 beds, including up to 50 private beds;
- iii) To train nurses for registration.
- d) To approve the amalgamation of the Shanta Bhawan Hospital and Kathmandu Valley District Clinics, and the establishment of the proposed Community Health Program;
- e) To request the Executive Committee to reconsider the appointment made to the post of Administrator of the Community Health Program, after receiving the opinion of the concerned staff on this matter.

BD-27/72. Okhaldhunga District Hospital Project. The report of the Executive Committee in EC(2)-16/71 and EC(1)-63/72, ii were noted and discussed. It was noted that further developments in this matter are dependent upon negotiations with and decisions of HMG, but that the UMN is interested in this project.

BD-28/72. Membership of the American Friends Mission and the Central Asian Mission. The Executive Secretary reported on correspondence with these two member bodies who have both indicated their decision to withdraw their membership from the United Mission at the present time. Both Missions have expressed their desire to maintain a continued interest and prayer fellowship with the UMN, and their hope that it may be possible at a future date to reactivate their official membership.

It was RESOLVED to accept, with regret, the withdrawal of the American Friends Mission and the Central Asian Mission from membership in the UMN, with the hope that they may again be able to join in participation in the UMN.

BD-29/72. Relationship of Church of North India. The Executive Secretary reported that the newly formed Church of North India had resolved to retain the membership which the UCNI had had in the United Mission to Nepal, and the Board received this decision with gratitude for this continued and strengthened link with the Church in India.

BD-30/72. Report on the Church in Nepal. Pastor R. Karthak brought greetings from the Nepali community, reported briefly on the work and progress of the Nepal Christian Fellowship, and stressed the fact that Christians in this land need to work together and strengthen each other in their work and witness.

BD-31/72. Transfer of UMN Agriculture work. The Executive Secretary reported that the official transfer of the agriculture work at Amp Pipal, Gorkha to HMG had been made on 31st July, 1972, and it was hoped that the new officials in charge would continue to operate the work. Further details are found in the Gorkha Project Report, Appendix H.

BD-32/72. Education Work. The Education Secretary presented the report of the Education Conference which was held in Kathmandu in January, 1972, together with the various recommendations of that Conference. This is found as Appendix S to these Minutes.

With reference to recommendation No.4, it was RESOLVED that a Committee be formed to study the matters related to the financial involvement, and the kind of education work in which, and the degree to which, the UMN should be involved; and that the Education Secretary be authorised to form such a Committee. The Board requested Dr. R. Fort to serve as a co-opted member of this Committee.

BD-33/72. Policy Statement on Witness. The Policy Statement which had been approved by the Executive Committee in EC(2)-59/71, and is found as Appendix Q to those Minutes, was presented and discussed. It was RESOLVED that this Statement be accepted and sent to all enquiring candidates, member bodies, and others interested in the United Mission.

BD-34/72. Election of Committee Members. A Nominating Committee, composed of Dr.K. Sanders, Rev. F. Wilcox and Dr. C. Kupfernagel, submitted their nominations, which were considered. It was RESOLVED to appoint the following Committees to serve for the year 1972/73:

Executive Committee:

President:	Dr. K. Sanders
Vice President:	Rev. G. Ruff
Other members:	Dr. M. Kniss Miss L. Chipley Miss E. Cederholm Bishop D. D. Pradhan Mr. M. Roemmele Rev. A. Berg

Finance Committee:

Chairman:	Rev. G. Ruff
Other member:	Dr. K. Sanders
Alternate:	Mr. M. Roemmele

BD-35/72. Date of next meetings. The next meetings of the Finance Committee, Executive Committee and Board were fixed as follows:

Finance Committee:	November 6, 1972
Executive Committee:	November 7-8, 1972
Finance Committee:	March 27, 1973
Executive Committee:	March 28-29, 1973
Board of Directors:	March 29-30, 1973.

BD-36/72. Closing. A vote of thanks was expressed to those who had worked on preparation of materials and arrangements for the meetings. Rev. R. Karthak closed the Board Meeting with prayer.

APPENDIX A

Minutes of the
Finance Committee Meeting
held in Kathmandu, 21st March, 1972.

Mr. I. Stuart opened the meeting with short devotions.

Roll Call: Dr.K.Sanders (Chairman); Dr.R.Windsor (absent); Mr.S.Ruchoniemi; Rev.F.Wilcox, Mr.I.Stuart. Co-opted:Miss D.Broom.

Agenda: The agenda as presented as accepted, with the addition of a number of items.

FC(1)-1/72. Minutes of the previous meeting. The Minutes of the meeting of 8th November 1971 were taken as read, and accepted.

FC(1)-2/72. Matters arising. It was agreed that all such items should be dealt with as they arose under the various items of the agenda.

FC(1)-3/72. Annual Statements. The annual statements of the projects of the UMN for the year 1971 were studied carefully, and recommendations made as follows.

FC(1)-4/72. Headquarters. It was RESOLVED to recommend that the General Fund statement be recast, (a) to eliminate the item of the depreciation account, and (b) to provide for a breakdown of the "Rents and Utilities" item between "Office rent and utilities" and "Personal rents".

FC(1)-5/72. Building Department. It was RESOLVED:

- (a) To note that the advance made by Mr. Thomas had been covered by an advance of funds from the Treasurer after the end of the year.
- (b) With reference to WC-4/72,c,ii, to draw attention to the fact that provision has been made to float the Building Department as per Minute FC(2)-11/71,B,iii.
- (c) That a reconciliation statement should be included in the statement to show the expenditure on capital items as being covered by general fund balance.

FC(1)-6/72. Padma Sadan. It was RESOLVED to receive the Auditor's report, to note the discrepancy between the Treasurer's statement and the audited statement; and to request that the Project Director, the Auditor and the Treasurer meet together and iron out these differences, with particular regard to rents, and to report back to the next meeting.

FC(1)-7/72. Tibetan Camp. It was noted that there had been no payment of a grant from the Treasurer during 1971, and it is hoped that this difficulty will be overcome through implementation of the instruction of Minute FC(1)-22/72 following.

FC(1)-8/72. Travelling Eye Service. It was noted that no further report had been received following the instruction of FC(2)-11/71,c, and the request is made that such a review be made and submitted as soon as possible.

FC(1)-9/72. Public Health Program. It was noted that the amount received from the Treasurer differs on the project statement and on the Treasurer's statement, and it was recognised that this discrepancy was due to the fact that the amount due to the project had not been requested at the end of each month.

FC(1)-10/72. Tansen Area.

- (a) Year-end deficit. It was noted that the Tansen Hospital has a Reserve Fund accumulated from previous years, in which to absorb the deficit for 1971.
- (b) Children's and Midwifery work. It was noted that this section of the work has become self-supporting as of 1971, and the Finance Committee commends the project for this good performance.
- (c) Central Store. It was RESOLVED to recommend:
 - i) That the method of handling the statement of this Fund as in

previous years be continued, noting that a different method had been used in 1971.

ii) That an attempt be made to either reduce the amount invested in the stocks of the Central Store to equal the amount available for such investment; or that additional funds be sought in order to increase investment to be allocated to this fund.

FC(1)-11/72. Gorkha Project. It was noted that the deficit of Rs.15,030.13 in Capital Administration Fund was due to the fact that grants for these expenses had been sanctioned by the Finance Committee in November 1971 and the need of expenditure was urgent; but that it had not been possible for the actual transfers to be made to the project account before 31st December 1971.

FC(1)-12/72. Shanta Bhawan Hospital. It was RESOLVED:

- a) To note that the SBH Board had made a supplementary, completed budget at the last meeting of the Board in December 1971 in view of the Executive Committee instructions for submission of a revised budget;
- b) To accept this budget; and
- c) To request that the statement for 1971 be recast in terms of entering the new budget figures.

FC(1)-13/72. Bhatgaon Hospital. It was RESOLVED to recommend:

- a) That the statement be recast with the elimination of the item for Refunds.
- b) That an investigation be made into the item for "Repairs and Maintenance", to discover if any, of how much, of this should rightly be applied to capital funds as renovations and new installations.
- c) That a breakdown of the Designated Fund figure balance for 1971 be requested.
- d) That the total recast statement be submitted by 15th April, 1972.

FC(1)-14/72. Okhaldhunga Dispensary. It was noted that the accounts had had to be prepared from incomplete records, and it was RESOLVED to recommend that:

- a) The budgeted amount from the Treasurer be shown as paid, with a note of explanation that this had not in fact been transferred to the project, and the statement modified accordingly;
- b) That a statement of capital and designated funds and summary of balances be included in the published Minutes.

FC(1)-15/72. Treasurer. Various matters arising from the Treasurer's statements were discussed, and the following matters noted:

- a) That the Swiss Friends Mission had in fact sent a grant for 1971, but this had not been received in Nepal. It was RESOLVED to recommend that the Treasurer be requested to assist the Swiss Friends Mission by investigating this matter further and pursue this grant; and to advise an alternative method of transferring future grants.
- b) It was RESOLVED to recommend that the instruction of FC(1)-2/71, E,i be amended as per Minute 23 following, and instruct that the Treasurer be requested to recast his statement in the format of that Minute for the printed booklet.
- c) It was recommended that Headquarters administration bring to the attention of the Finance Committee any need for covering unrealised expenses for the UMN film.
- d) The Treasurer reported that he had made enquiries from the donor of the grant of Rs.72,000 for Aviation as to the use of this money, but had received no reply. Enquiries will now be made from the Mission through which this was channelled.
- e) It was noted that no details of the General Suspense account had been submitted, as previously requested.

FC(1)-16/72. Auditor's Report. The Auditor's report on the project accounts was received and considered as each project's statement had been studied. It was pointed out that some alterations in certain project statements had been made in order to make them uniform, and it is hoped that the action of Minute FC(1)-22/72 following will eliminate any such confusion in the future.

It was noted that the position of the audits for 1971 at present is as follows:

Already completed, in January 1972: Padma Sadan (also 1970), Building Department, Scholarship Committee, Public Health Program, Bhaktapur Hospital, District Clinics, Okhaldhunga.

In progress - Butwal Technical Institute, Pokhara Boys' School. Assistance given - Girls' High School, Tansen.

Not begun - Gorkha, Shanta Bhawan Hospital, Children's Hostel, Communications Committee, Tibetan Camp.

The Auditor was requested to submit such a list of the position of audit reports in writing to the Finance Committee in future.

FC(1)-17/72. Provident Fund Statement. It was noted that no statement for the Provident Fund had been submitted, and it was RESOLVED to request that the Treasurer be instructed to prepare such for 1971, and annually, for inclusion with the project statements. (Ref. Bye-law XIV,C,2).

FC(1)-18/72. Supplementary General Fund Budget Requests for 1972. It was RESOLVED to recommend that the following supplementary items in General Fund Budgets for 1972 be approved:

- a) Tansen Area Administration: Maintenance on houses - Rs.8,000.
- b) Gorkha Project: Water allowance 1,269.
Grant to cover extra Special Allowances - 24,900.

It was recommended that this latter asking be approved for this year, to be reviewed again at the end of the year.

FC(1)-19/72. Supplementary Capital Fund Budget Requests for 1972. It was RESOLVED to recommend that the following recommendations and comments on supplementary askings for Capital Budget items be approved:

- a) Building Department. The attention of the Building Department should be drawn to the need for an additional amount of Rs.3,500 - Furniture for the Mowlls, which has not been included under the Tansen Project.
- b) Scholarship Committee. That, in line with the policy decision of AC-5/71,VI,b, items for furniture, etc. should be charged to the Scholarship Fund.
- c) Tansen. It was RESOLVED to recommend:

i) That the Project be advised to seek to cover the item of Rs.6,000 on bazar house for the Builder through advance payments on rent.

ii) To approve the following items:

Furniture for houses	-	Rs.3,500.
Incinerator	-	8,000.
Auxiliary lighting	-	1,000.
Realignment of road	-	5,000.

iii) With respect to the increased asking for the hospital addition, to raise the following queries and comments:

- A) Have the Building Department fees been included in the revised estimate?
- B) The additional items listed, such as concrete mixer, etc., should for the most part, be recovered from the Building Department fees.
- C) Has the 5% Capital Service Charge been added onto the basic increased estimate?
- D) Have the plans for this extension been approved by the Tansen Building Committee?
- E) The 15% rise in building costs per annum increased asking is dependent upon the estimate made of how soon the work can be started. It was RESOLVED to recommend that the project be instructed to make a start on this work as soon as possible; however, the project should not expend funds in excess of money in hand, and if there is not sufficient to complete the whole program, a portion of it should be completed as far as possible.

The request for additional budget asking for this item should be reviewed by Finance Committee in the fall in the light of these above five points.

- iv) With respect to the Guesthouse for which there is an increased asking, it was RESOLVED to call the attention of the Tansen Building Committee to the Minute EC(2)-6/71,d, which calls for a reduced asking.
- v) With respect to the Staff house, it was again RESOLVED to call the attention of the Tansen Builsing Committee to Minute FC(2)-11/D,d,i, and to the fact that such detailed estimates have not been received.
- vi) It was RESOLVED to recommend the approval of a sum of Rs.100,000. for the building of a Hostel for the proposed ANM School in Butwal, subject to the approval of this project by the UMN Board. This hostel will include bedrooms for 4-6 students, toilet and bathroom, kitchen and diningroom, and a self-contained flat for the Supervisor.
- d) Division of Consulting Services. It was RESOLVED to recommend the approval of the budgets submitted by the Division of Consulting Services: General Fund - Rs.10,000; Capital Funds - Rs.2,700,000, with the alteration that the item "Personal Secretary for Mr. Hoftun" should read "Salaries". Details follow as Appendix i).
- e) District Clinics. It was noted that this project will be amalgamated with Shanta Bhawan Hospital as from 1st May 1972, as a part of the hospital Community Health Program, and that no further funds are being requested from the Treasurer, but that the grant received would be spent in a different way from the original budget submitted. Details follow as Appendix ii).
- f) Bhaktapur Hospital. It was RESOLVED to recommend the approyal of the item: Transformer - Rs.20,000.
- g) Girls' High School, Kathmandu. It was RESOLVED to recommend the approval of the item: Vehicle - Rs.31,500.

FC(1)-20/72. Grants from the Treasurer's Undesignated and Special Designated Funds. It was RESOLVED to recommend the approval of the following grants to be made:

- a) Building Department.
From "Building Equipment", Special Designated Funds - Rs.8,585. (The specific requests from the Building Department to be referred back to FC(2)-11/71,B, in view of the new method of charging funds which has been established.)
- b) Tansen.
 - i) From "Hospital Equipment", Special Designated Funds -

West Palpa furniture and equipment	-	Rs.1,000.
Tansen furniture for houses	-	3,500.
Incinerator	-	8,000.
Auxiliary lighting	-	1,000.

 - ii) From Undesignated Funds -

Realignment of road	-	5,000.
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- c) Pokhara Boys' School.
 - i) From "General Equipment", Special Designated Funds -

Pre-vocational equipment	-	3,000.
Playground equipment	-	5,000.

 - ii) To request that attempts be made to recover the balance of Rs.15,000 on erection of temporary buildings from other sources.
 - iii) To sanction that a part of the request for \$10,000 be made from CICARWS for the School.
 - iv) With regard to the request for a special grant for salary for an English teacher, to ask that this be reconsidered in view of the fact that there is a Board Appointee English teacher available for appointment.
- d) Gorkha Project.
 - i) From Undesignated funds -

Amp Pipal Hostel renovations	-	1,400.
Jaubari Hostel	-	1,920.
Roofing on Amp Pipal School	-	1,950.

ii) From "General Equipment", Special Designated Funds -

Furniture	- 1,500.
Luitel water project	- 22,000.

iii) From "Agriculture", Special Designated Funds -

Agriculture land at Luitel	- 2,875.
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b) Bhaktapur Hospital.

i) From Undesignated Funds -

Balance on new house	- 5,868.98
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ii) From "Hospital Equipment", Special Designated Funds -

Suction apparatus	- 2,500.
Furniture	- 1,500.
Transformer and electrical equipment	- 20,000.

FC(1)-21/72. Vehicle Depreciation Charges. Reference was made to the instructions of AC-26/69 and FC(2)-8/69,a; and it was reiterated that these rulings should be implemented in all projects. Also that the Auditor be instructed to ensure that this policy is being followed, and that such Depreciation Funds are available.

FC(1)-22/72. Recurring General Fund Grants from the Treasurer. It was RESOLVED to recommend that the Treasurer be instructed to make a voucher monthly reflecting an allocation of 1/12th of the approved annual allotment from the Treasurer for recurring expenses, and that each project will enter this voucher so as to reflect this amount as receivable from the Treasurer. (This is to facilitate showing that the Treasurer acts as a banker for the project for these funds).

FC(1)-23/72. Treasurer's General Fund Statement. It was RESOLVED to recommend that an amendment be made to FC(1)-2/71,E,i, to alter the format of the Treasurer's General Fund statement to show:

- a) Receipts for the current year.
- b) Payments for the current year.
- c) Excess receipts over payments, or vice versa.
- d) Receipts for the previous year, received in the current year.
- e) Receipts for the following year received in the current year.
- f) Beginning balance.
- g) Final year-end balance.

FC(1)-24/72. Pokhara Bank account. It was RESOLVED to recommend that the Executive Committee sanction the opening of a bank account, to be called the "UMN Pokhara Project Account" at the Nepal Bank Ltd., Pokhara Branch, to be operated by the UMN Pokhara Project Leader, the UMN Pokhara Project Treasurer, and the UMN Treasurer, signing singly.

FC(1)-25/72. Lapse and Forfeiture account. The Treasurer submitted a statement of this account as per the instructions of FC(2)-21/71, but the Provident Fund statement to which to relate this was not available. It was RESOLVED to recommend that this matter be brought to the Administrative Committee in the fall.

FC(1)-26/72. Capital and Designated Fund Statements. It was RESOLVED to recommend that all projects be instructed to submit statements of capital and designated funds in four columns:

- a) Beginning balance.
- b) Receipts during the year.
- c) Payments during the year.
- d) Balance at the end of the year.

showing only the total figures in these columns for various items. This will be further explained and demonstrated to all projects in detail.

FC(1)-27/72. Business Manual. It was RESOLVED to recommend that a committee, consisting of Mr.I.Stuart, Mr.S.Ruohoniemi and Miss D.Broom, be requested to prepare and circulate a manual giving details and references to all Minutes and policies on budgets, statements, etc.

FC(1)-28/72. Medical Insurance for Scholarship Students. It was RESOLVED to recommend that Scholarship students who are UMN employees on study leave be permitted to avail themselves of medical insurance with any UMN medical project.

FC(1)-29/72. Medical Insurance deductions. The attention of all project Administrative Officers and Business Managers is drawn to the instruction of EC(1)-67/70, that the medical insurance deductions are to be calculated on the total salary, plus increments, special allowances, house allowance (or 10% of salary in lieu of housing allowance), etc.

FC(1)-30/72. Maintenance of personal housing in Kathmandu Valley. It was RESOLVED to recommend that approval be given to the setting up of a maintenance account for UMN personal rented housing in Kathmandu, to be administered by the Kathmandu Area Superintendent while that position is filled, and in the absence of a Kathmandu Area Superintendent by some other agreeable arrangement, and that a budget of Rs.5,000 be approved for this fund.

FC(1)-31/72. Mahendra Bhawan Hostel Deposits. It was RESOLVED that this matter should be referred to the School Managing Committee for action.

The meeting was closed with prayer.

Minutes of the
Executive Committee Meeting
Held in Kathmandu, Nepal
November 9-10, 1971.

Einwohner
29. NOV. 1971
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The Executive Committee met in the Committee Room at UMN Headquarters in Thapathali, Kathmandu for two full days. Sessions last^{ed} from 9.00-12.00 and 1.30-5.30 on the first day, and from 9.00-12.15 and 1.45-6.15 on the second day, with short breaks for morning coffee and afternoon tea.

Devotions. The Chairman, Dr. R. Windsor, read on the first morning from Jer. 32, drawing from the chapter the facts that God is in control of history; God is fulfilling His purposes; and our part is obedient faith in any circumstances. On the second day Dr. C. L. Joshi spoke from John 9, on the courageous witness and testimony of the formerly blind man who had good news to tell.

Roll Call. All members were present, with one exception:

President:	Dr. R. Windsor
Vice President:	Dr. K. Sanders
Other members:	Dr. C. Kupfernagel Dr. C. L. Joshi Dr. M. Kniss Miss L. Chipley (absent) Miss E. Cederholm Mr. M. Rai.
Ex-officio:	Rev. F. Wilcox, Executive Secretary Mr. I. Stuart, Treasurer Dr. P. Dodson, Tansen Area Superintendent Mr. A. Voreland, Gorkha Area Superintendent
Co-opted:	Mr. H. Barclay, Education Secretary and Kathmandu Area Superintendent Dr. G. Mack, Health Services Secretary Canon S. Burgoyne, Personnel Secretary, for one session.

Schedule and Agenda. The schedule was fixed as above, and the agenda accepted as presented, with one addition.

EC(2)-1/71. Approval of Minutes. It was noted that the Minutes of the last meeting of the Executive Committee in March 1971 were accepted at the Board Meeting, March 17-18, 1971.

PLANS AND BUDGETS FOR 1972

The proposed plans and budgets for 1972 were reviewed, together with the appropriate recommendations from the Administrative Committee and the Finance Committee. Final decision and approval of these plans and budgets are found in the following Minutes. Administrative Committee Minutes appear as Appendix A to these Minutes.

EC(2)-2/71. UMN Headquarters. It was RESOLVED to approve the plans as presented, and the amended budgets as recommended by FC(2)-11/71, A. These plans and budgets appear as Appendix C to these Minutes.

EC(2)-3/71. Special Projects.

I. Padma Sadan. It was noted that funds are expected to be forthcoming to cover capital budget askings. It was RESOLVED to approve these plans and budgets, which appear as Appendix D, I to these Minutes.

II. Building Department. The recommendation of FC(2)-11/71, B was noted and approved, with the consequent deletion of any asking from the UMN Treasurer to cover expenses. It was RESOLVED to accept the plans and amended budget, which appear as Appendix D, II to these Minutes.

III. Tibetan Refugee Work. The recommendation of AC-5/71, III, a) was noted, and endorsed. It was RESOLVED to accept the plans and budgets as presented. They appear as Appendix D, III to these Minutes.

IV. Children's Hostel. Note was taken of AC-5/71, IV, and it was reported that new government rulings on changes in school curriculum made the future of the hostel still more uncertain. It was RESOLVED to receive this report with thanks. It appears as Appendix D, IV to these Minutes.

V. Communications Committee. It was RESOLVED to receive the report, which appears as Appendix D, V to these Minutes.

VI. Scholarship Committee. The recommendations of AC-5/71, VI were noted and endorsed. It was further reported that government regulations now make the future scope of this Committee uncertain. The suggestion was made that UMN might be able to assist in the HMG Scholarship scheme in the matter of career guidance. It was RESOLVED to receive the plans and amended budget, which appear as Appendix D, VI to these Minutes.

VII. Travelling Eye Service. Noting the recommendation of FC(2)-11/71,C, it was RESOLVED to approve these plans and budgets. They appear as Appendix D, VII to these Minutes.

EC(2)-5/71. Tansen Area. The proposed plans and budgets for the Tansen Area were discussed, including the two new sections of cooperative work with HMG in an ANM Training School based in Butwal Hospital, and an Outreach Program in the Rupendehi area. An amended plan for the latter was presented. The recommendations of AC-7/71 and FC(2)-11/71, D were noted and also discussed. It was RESOLVED:

a) That the UMN should make an offer to HMG to cooperate in setting up a Zonal ANM School, to second a Midwifery-tutor to the School, and to offer facilities at Tansen Hospital for the general training part of the program.

b) To recommend to the UMN Board that the UMN cooperate with HMG in the Outreach program from Butwal Hospital for a limited time of 18 months, with no UMN commitment after that time because of the uncertainty of available personnel; and that this Outreach Program, as it refers to the UMN, be under the supervision of the Tansen Area Superintendent.

c) To approve the recommendations of FC(2)-11/71,D, a, c, and d i.

d) That a revised estimate for the guesthouse be requested, keeping the total capital cost at a lower figure.

e) To approve a grant of Rs.2,500 from the Treasurer for the work of the Town Clinic; a reduction in payments for medicines to Rs.4,000, and a consequent reduction of the total budget figure to Rs.19,000, recognising that the emphasis of this work should be on maternal and child welfare rather than on general curative medicine.

f) Re Working Capital for the Central Store:

i) To approve the original budget item request of Rs.85,000, making the total approved working capital for this Store Rs.150,000.

ii) To authorise a grant of Rs.50,000 from the Treasurer's Undesignated capital fund; the balance of Rs.35,000 to be met from undesignated funds in Tansen.

iii) To instruct that audited statements of the source of capital presently used for the Store be examined, and that all designated funds borrowed for this purpose be restored.

g) That with the above amendments and instructions, the plans and budgets for 1972 be approved. They appear in amended form as Appendix E to these Minutes.

EC(2)-6/71. Butwal Technical Institute. With the approval of the recommendation of FC(2)-11/71, E, it was RESOLVED to accept these plans and budget, which appear in amended form as Appendix F-1 to these Minutes.

EC(2)-7/71. Division of Consulting Services. The draft plans and budgets as presented were noted, together with the recommendation of AC-9/71. It was RESOLVED to recommend to the UMN Board of Directors:

- a) The establishment of a Division of Consulting Services;
- b) That the said Division of Consulting Services operate within the framework of the revised Constitution of the I.T.I.D.;
- c) That the said Division of Consulting Services operate under the authority of the I.T.I.D. Board, which in turn is subject to the UMN Board;
- d) That constitutional provisions governing the operation of the new Division of Consulting Services (including administration, plans and budgets, and personnel) be presented to the Executive Committee and UMN Board for final approval in March 1972;
- e) That the draft plans and budgets be received with thanks. They appear as Appendix F - II to these Minutes.

EC(2)-8/71. Boys' Boarding School, Pokhara. The proposed plans and budgets, including the Agriculture Education Program, were noted, with the recommendations of AC-1C/71 and FC(2)-11/71, F. It was RESOLVED that all these plans and budgets be approved with the endorsement of all the above recommendations; they appear as Appendix G to these Minutes. The Committee noted with gratitude the good success of this cooperative project, and the fact that the School has been accepted under the new Education Plan in the Kaski District.

EC(2)-9/71. Gorkha Project. The plans and budgets as presented were discussed. The Area Superintendent reported that the Agriculture Project had been handed over to the Gandaki Anchal Agriculture Development Project on 31st July, 1971. It was noted that the plans presented for Community Health are long-term, and it is planned to develop work in this Program in a limited way in 1972, chiefly in local model village projects.

It was RESOLVED that the plans and budgets as presented be approved; they appear as Appendix H to these Minutes.

EC(2)-10/71. Shanta Bhawan Hospital, Kathmandu. The proposed plans and budgets were noted, together with the recommendation of FC(2)-11/71, G. It was RESOLVED:

- a) To endorse the recommendations of the Finance Committee quoted in the above Minute;
- b) To approve the plans and amended budgets as they affect the UMN. These appear as Appendix I to these Minutes.

EC(2)-11/71. Future of Shanta Bhawan Hospital. The subject of the role and future of Shanta Bhawan and other associated medical work in Kathmandu Valley was discussed, noting the recommendations of the Shanta Bhawan Hospital Board, and of the Administrative Committee in AC-12/71. It was RESOLVED:

I. To recommend to the UMN Board that:

- a) The future role of Shanta Bhawan Hospital be re-defined as:
 - i) To serve as the base hospital for a comprehensive health care program in the Lalitpur District;
 - ii) To provide a School of Nursing.
- b) The main guideline in determining the number of hospital beds and the specialty services available should be the minimum standards required for continued recognition of the School of Nursing.
- c) The Shanta Bhawan property be purchased and developed according to a master-plan, prepared by the Shanta Bhawan Hospital Board and brought to the UMN Board.
- d) The plan to build a new hospital at the Surendra Bhawan site be abandoned.
- e) The Health Services Secretary be authorised to pursue further enquiries as to what UMN involvement might be, in terms of personnel, finance, administration, etc., in the proposed new government hospital at Bhaktapur; but that no definite negotiations for such involvement be commenced without referral to the Executive Committee.

II. That concerning immediate development:

- a) The decision of the Shanta Bhawan Board that emphasis be put on preventive medicine and the proposed outreach program be endorsed.
- b) The Shanta Bhawan Hospital, District Clinics and the new Outreach Program be amalgamated into one project.
- c) A Committee, consisting of the Executive Secretary, the Kathmandu Area Superintendent, the Health Services Secretary, Dr. Gould, Dr. Moody, Dr. Iwamura and Mr. Ruohoniemi, be requested to submit appropriate plans and budgets for such an amalgamated project to the Shanta Bhawan Hospital Board in December, and to the UMN Executive Committee at its next meeting in March.

EC(2)-12/71. Kathmandu Valley District Clinics. The plans and budgets for 1972 were noted. It was RESOLVED that approval of these plans and budgets be deferred, subject to implementation of the above action EC(2)-11/71, II. The proposed plans and budgets appear as Appendix J to these Minutes.

EC(2)-13/71. Girls' High School, Kathmandu. It was RESOLVED to accept the plans and budgets for 1972 as presented, which appear as Appendix K to these Minutes.

EC(2)-14/71. Bhaktapur Hospital. It was RESOLVED to approve the plans and budgets for 1972, together with the recommendations of AC-15/71 and FC(2)-11/71, H. These plans and budgets appear as Appendix L to these Minutes.

EC(2)-15/71. Okhaldhunga Project. The proposed plans and budgets for 1972 for this project were noted; also the proposed cooperation with government in the building of a new hospital in Okhaldhunga District, and the recommendations of AC-16/71, c and d. After discussion, it was RESOLVED:
a) To approve the plans and budgets for 1972 as presented, which appear as Appendix M to these Minutes.
b) To recommend to the Board that the UMN offer its assistance to build and operate a new 25 bed District Hospital in the Okhaldhunga District, on a suitable site to be provided by the local authorities, as a base for a comprehensive health care scheme for the Okhaldhunga District; the understanding being that HMG will subsidize it with a maintenance grant to the extent of its 25 bed hospital allowance.
(1 negative vote; 1 abstention).

EC(2)-16/71. Cooperation with HMG. The Executive Secretary spoke of the several new invitations which have come to the United Mission to cooperate with HMG in various spheres of work. There are seven such possibilities under consideration at this present meeting:

- i) Naikab-Thankot Village Development Project. The outline of proposed UMN participation in this project was noted, with the recommendation of AC-20/71, a. It was RESOLVED to approve the continuation of negotiations with the concerned officials.
- ii) Okhaldhunga District Hospital. See EC(2)-15/71, b above.
- iii) Shanta Bhawan Hospital Outreach Program. See EC(2)-11/71, II, a. This Program is outlined in Appendix O to these Minutes.
- iv) Bhaktapur Hospital. See EC(2)-11/71, I, e.
- v) Lumbini Zone ANM Training Program. See EC(2)-5/71, a. Plans for this Program are found in Appendix O to these Minutes.
- vi) Lumbini Zone Outreach Program. See EC(2)-5/71, b. The details of this Program are found under Appendix O to these Minutes.
- vii) Teacher at Buling High School. The secondment of a teacher was approved by UMN Executive Committee in EC(2)-21/70, but approval is still awaited from HMG.

EC(2)-17/71. Report from Finance Committee. The Minutes of the Finance Committee of 8th November 1971 were received in draft form, noted and amended as necessary. It was RESOLVED to approve and endorse all the recommendations of these Minutes in amended form, with the following amplification:

Special Allowances: That projects be authorised to make an increase of Rs.25/- in Special Allowances to all employed staff, at the discretion of the project administrative officer/business manager; such an increased Special Allowance to be regarded as temporary until such time as the new government salary scales are released and studied. Grants to cover these

increased allowances will be received from the Treasurer only when and if special income becomes available during the year, failing which each project will be responsible to cover this payment within its own budget.

The Finance Committee Minutes appear in corrected form as Appendix B to these Minutes.

EC(2)-18/71. Treasurer's Budget. After making all the necessary adjustments and amendments in askings from the projects, and in additional receipts, it was noted that the budgeted deficit was reduced to a minimal figure. It was RESOLVED to approve this General Fund Budget, which appears as Appendix N to these Minutes.

PERSONNEL MATTERS

EC(2)-19/71. Arrival of Board Appointees. The following new Board Appointees have arrived in Nepal since the last Executive Meeting in March:

Dr. and Mrs. Rob Ferguson
Miss Julie Willmette
Miss Dulcie Ventham
Mr. Darrell Ediger (Direct Appointee)
Mr. Ken Roes (Direct Appointee)
Miss Lena Gruber (Direct Appointee).

EC(2)-20/71. New Board Appointees expected. Board Appointees who have already been accepted, and are expected to arrive in 1972, are:

Mr. and Mrs. Seppo Kostamo, July 1972.
Miss Glenys Walker, January 1972.

EC(2)-21/71. Miss (Dr.) Mary Eldridge, gynaecologist-obstetrician, offered by Bible & Medical Missionary Fellowship. It was RESOLVED to accept Dr. Eldridge, with thanks to God and to her sending society.

EC(2)-22/71. Mr. Ernst Braun, master cabinetmaker, offered by the Committee for Service Overseas. It was RESOLVED to accept Mr. Braun, with thanks to God and to his sending Committee.

EC(2)-23/71. Mr. and Mrs. Olli Kaariainen, business administrator. It was noted that correspondence is taking place with the Free Church of Finland concerning Mr. and Mrs. Kaariainen, and further information is awaited.

EC(2)-24/71. Dr. and Mrs. (Dr.) Trevor Strong, surgeon and obstetrician, offered by the Regions Beyond Missionary Union. It was RESOLVED to accept Dr. and Mrs. Strong, with thanks to God and to their sending Mission; and to approve that they be loaned to Raxaul, India until summer 1972.

EC(2)-25/71. Rev. and Mrs. Paul Wagner, pastor/engineer. It was noted that there has been correspondence with the United Methodist Church concerning Rev. and Mrs. Wagner, but no decision can be made at this time.

EC(2)-26/71. Miss Barbara Lewis, administrator, offered by the United Methodist Church. It was RESOLVED to accept Miss Lewis for the position of hostess at Shanta Bhawan Hospital, with thanks to God and to her sending Board.

EC(2)-27/71. Mrs. Alice Wygant, nurse/public relations officer, offered by the United Methodist Church. It was RESOLVED to accept Mrs. Wygant, with thanks to God and to her sending Board. Note is taken of BM-30/62.

EC(2)-28/71. Miss Ellen Miller, nurse, offered by the Mennonite Board of Mission and Charities. It was RESOLVED to accept Miss Miller, subject to receipt of satisfactory medical reports, with thanks to God and to her sending Board.

EV(2)-29/71. Miss Dulcie Ventham, business manager, offered by the United Church of Canada. It was RESOLVED to accept Miss Ventham, with thanks to God and to her sending Board.

EC(2)-30/71. Miss (Dr.) Margaret Höök. It was noted that there has been correspondence with the Swedish Baptist Mission concerning Dr. Höök. It was RESOLVED to authorise the continuance of this correspondence, and the circulation of a Correspondence Vote by the Executive Secretary if necessary.

EC(2)-31/71. Miss Britt Johannsen, public health nurse. It was noted that there has been correspondence with the Swedish Baptist Mission concerning Miss Johannsen. It was RESOLVED to authorise the continuance of this correspondence, and the circulation of a Correspondence Vote by the Executive Secretary if necessary.

EC(2)-32/71. Miss Gladys Brand, business manager, REMU. Miss Brand went on early emergency furlough in May 1971, after a three year term at Tansen Hospital. It was RESOLVED to welcome her return to Nepal, when circumstances permit, and provided there is a suitable opening for her in the UMN at that time.

EC(2)-33/71. Dr. and Mrs. John Davies, BMMF. Dr. and Mrs. Davies left Tansen Hospital and Nepal after a short term for early furlough and study leave. It was RESOLVED to thank them for their service with the UMN.

EC(2)-34/71. Mr. Colin Smith, teacher, REMU, serving at Pokhara. It was noted that Mr. Smith will be leaving on furlough in December 1971. Further action by this Committee is deferred, pending receipt of additional information from the Administrative Committee.

EC(2)-35/71. Dr. and Mrs. Gordon Woodman, United Church of Canada, serving at Okhaldhunga. Dr. and Mrs. Woodman will complete their three-year term of service in March 1972. It was RESOLVED to thank them for their service with the UMN.

EC(2)-36/71. Miss Enni Hokkanen, nurse, Free Church of Finland, serving at Shanta Bhawan Hospital. Miss Hokkanen will be leaving on furlough in February 1972. It was RESOLVED to welcome her return to Nepal after furlough, should there be a suitable opening for her in the UMN.

EC(2)-37/71. Miss Margaret Kingsley, teacher, Baptist Missionary Society, serving in Gorkha. It was RESOLVED to accept with regret Miss Kingsley's resignation for personal reasons; that the required six months' notice period be waived; and to thank her for her service with the UMN.

EC(2)-38/71. Mr. Ken Atkinson, draftsman, REMU, serving at the Building Department. Mr. Atkinson left Nepal on early furlough in October 1971. It was RESOLVED to thank him for his service with the UMN.

EC(2)-39/71. Miss Enid Russell, nurse, BMMF, serving at Shanta Bhawan Hospital. It was RESOLVED to accept with regret Miss Russell's resignation for personal reasons, and to thank her for her service with the UMN.

EC(2)-40/71. Board Appointees on furlough. The following Board Appointees have left Nepal on furlough since the last Executive Meeting:

Miss Norma Kehrberg
Miss Anna Liisa Jokinen
Mr. and Mrs. Bengt Sundberg
Miss Hisa Asacka
Mr. and Mrs. Jerry Rice
Miss Sylvia Slade
Mr. and Mrs. John Paterson
Miss Gladys Brand
Dr. and Mrs. John Davies
Mr. Ken Atkinson.

EC(2)-41/71. Board Appointees returned from furlough. The following Board Appointees have returned from furlough since the last meeting in March:

Dr. and Mrs. Cecil Pedley
Miss Rebecca Grimsrud
Dr. and Mrs. Denis Roche
Mrs. T. Tsukada
Dr. Helen Huston
Dr. and Mrs. Walter Bond

EC(2)-42/71. Board Appointees expected from furlough. It is expected that the following Board Appointees will return to Nepal from furlough before the next meeting:

Mr. and Mrs. Odd Hoftun
Miss Ruth Judd
Mr. and Mrs. Ron Mowll

EC(2)-43/71. Mr. and Mrs. Gerold Muller, Committee for Service Overseas, surveyor at Butwal. It was RESOLVED, by Correspondence Vote of 19th May, 1971, to accept with regret the resignation of Mr. and Mrs. Muller, and to express thanks for their service with the UMN.

EC(2)-44/71. Deputy Director, Butwal Technical Institute. By Correspondence Vote of 6th April, 1971, it was RESOLVED to appoint Mr. Helmut Milcke as Acting Deputy Director of B.T.I. for the period until this present meeting. However, Mr. Milcke had found it impossible to continue in that post, and in the interim the Business Manager, Mr. Ian Colterjohn had agreed to serve in a temporary capacity until the BTI Board meets in November. On the recommendation of the BTI Board and the Administrative Committee, it was RESOLVED to make no further appointment to this post at the present time.

EC(2)-45/71. Nursing Superintendent, Shanta Bhawan Hospital. It was RESOLVED to appoint Miss Ruth Judd as Nursing Superintendent of the Shanta Bhawan Hospital on her return from furlough, for a three year term.

EC(2)-46/71. Director, Division of Consulting Services, ITID. It was RESOLVED to appoint Mr. Odd Hoftun as Director of the proposed Division of Consulting Services for a three year term.

EC(2)-47/71. UMN Representative to the Pokhara School Board. As Mr. Rajendra Rongong has left Nepal for an extended period, it was RESOLVED to appoint Miss Margaret McCombe as the third representative from the UMN on the School Board of the Boys' Boarding School, Pokhara.

EC(2)-48/71. Treasurer. It was RESOLVED to recommend to the Board of Directors that Mr. Ian Stuart be re-appointed as UMN Treasurer for a further three-year term from March 1972.

EC(2)-49/71. Area Superintendent, Tansen. It was RESOLVED to recommend to the Board of Directors that Dr. Pam Dodson be re-appointed as Area Superintendent, Tansen for a further three-year term from March 1972, subject to review at the time of her furlough.

EC(2)-50/71. Medical Director, Tansen Hospital. It was RESOLVED to appoint Dr. W. Gould as Medical Director of Tansen Hospital for a three year term, to become operative at a time agreed upon by the Administrative Committee.

EC(2)-51/71. Acting Area Superintendent, Gorkha. It was RESOLVED to recommend to the Board of Directors that Miss Frances Swenson be appointed as Acting Area Superintendent of the Gorkha Area during the time of Mr. Voreland's furlough beginning in June 1972.

EC(2)-52/71. Area Superintendent, Kathmandu. It was noted that the post of Area Superintendent, Kathmandu will fall vacant in August 1972. It was RESOLVED to recommend to the Board of Directors that, as there is no nomination for this post, no appointment be made for the time being on an experimental basis.

EC(2)-53/71. Health Services Secretary. It was RESOLVED to recommend to the Board of Directors that Dr. Gordon Mack be re-appointed Health Services Secretary from March 1972 until the end of his term in June 1973.

EC(2)-54/71. Education Secretary. The post of Education Secretary will fall vacant in August 1972. It was RESOLVED to recommend to the Board of Directors that Mr. Jonathan Lindell be appointed to this post for a three year term from that date.

EC(2)-55/71. Shanta Bhawan Administration. It was RESOLVED to request the Administrative Committee to reconsider the administration of Shanta Bhawan Hospital and its associated medical work, with a view to allocating the responsibility of administration to a hospital administrator with the proper qualifications.

EC(2)-56/71. Technical Services Secretary. It was RESOLVED to recommend to the Board of Directors that, on the recommendation of the BTI Board, an appointment to this post be deferred.

OTHER MATTERS

EC(2)-57/71. Language School. The Language School Supervisor reported that the system of organising the school into terms and proper classes was working well.

EC(2)-58/71. Policy Statement on Evangelism. A statement on evangelism, seeking to gather into one comprehensive statement the approved policy of the UMN on this matter, was presented, and discussion followed. It was RESOLVED to accept this Statement with thanks as the approved guidelines for UMN workers on the matter of evangelism. It appears as Appendix P to these Minutes.

EC(2)-59/71. Guidelines for Public Health Work. On the recommendation of the Administrative Committee (AC-22/71), it was RESOLVED to rescind the approval of guidelines as set out in EC(1)-47/71, and to await receipt of proposed new guidelines from the Workers' Conference.

EC(2)-60/71. Legal status of UMN. After discussion on the advisability of forming the UMN into an incorporated society, it was RESOLVED to instruct the Executive Secretary to pursue investigations into the matter.

EC(2)-61/71. Casual leave for UMN workers. The matter of the participation of UMN workers in activities based in other countries in addition to normal holiday time was discussed. It was RESOLVED to instruct the Administrative Committee to review its administrative procedure concerning such casual leave.

EC(2)-62/71. Educational Work. The Education Secretary presented a report on the present position of the UMN educational work throughout the country. It was noted that the new Education Plan will not be brought into operation in the Gorkha and Kathmandu areas until 1973, at which time the future roles of the schools will be decided.

EC(2)-63/71. NCF Hostel. A report was received on the new students' hostel in Kathmandu sponsored by the NCF, and the need to secure finance to purchase land and build a new hostel. It was RESOLVED that there should be no direct participation of the UMN in this project, but that member bodies and individuals be encouraged to directly assist the NCF in this way.

EC(2)-64/71. Per capita grants. Further to the instruction of BD-24/71, the Executive Secretary reported that from the member bodies who had responded to enquiries about the continued granting of per capita work grants to the UMN, there had been an encouraging response indicating that they wished to maintain wholehearted cooperation in the UMN and the present level of grants.

EC(2)-65/71. Correspondence with NCCI, EACC, and CNI. The Executive Secretary reported on correspondence which he had had with these organisations following on the instructions of BD-18/71 and BD-20/71.

a) National Christian Council of India. The NCCI has accepted the withdrawal of membership of the United Mission with understanding, and appreciates the desire that this would not in any way mean a lessening of fellowship between the churches of the two countries.

b) East Asia Christian Conference. The EACC had received our enquiries concerning possible membership, but no action can be taken until after their Assembly Meeting in June 1973.

c) Church of North India. The Executive Secretary has corresponded with the main Council of the CNI and also with the various member bodies who are associated with the UMN through different member churches of the CNI. The responses have been encouraging, but the CNI is still in the process of formation, and its final relationship to the UMN cannot be determined at the present time.

EC(2)-66/71. UMN North American Consultation. The Executive Secretary reported that a second Consultation for member bodies of the UMN in North America had been arranged for May 4-5, 1972, at which he expects to be present. He will also visit home offices of member bodies in Europe.

EC(2)-67/71. Constitutional Changes. It was RESOLVED to recommend the following changes in the Constitution and Bye-laws to the Board of Directors:

1) Assistant Executive Secretary. Ref. EC(1)-50/71,b and AC-31/71,a.

Const. IV. New "J" (following present "I"): "As it may deem necessary, the Board shall also appoint a Personnel Secretary, and shall be responsible to him in all of his work. He shall be authorised to serve as Acting Executive Secretary when the Executive Secretary is absent from Kathmandu, or is incapacitated by illness. He shall be an ex-officio member of the Administrative Committee; and, when acting as Executive Secretary, he shall also be an ex-officio member of the Executive Committee, the Board, and any other project Boards and Committees of which the Executive Secretary is an ex-officio member."

New "K": "The Executive Secretary, Treasurer, Area Superintendents, Functional Secretaries and Personnel Secretary, and any co-opted members, shall form the Administrative Committee."

New "L": Same as old "K".

Bye-law V. Add "C": "Personnel Secretary, Assistant to the Executive Secretary. To be elected for a three year term, to be terminated on leaving Nepal on furlough or for other reasons for a period of three months or longer; provided, however, that when it is considered desirable for the officer to resume office on return from such absence, arrangements may be made for an acting appointment in the interim.

Nominations for this appointment will be made by the Executive Committee to the annual meeting of the Board. Suggestions for nominations may be made to the Executive Committee by members bodies. The nominations by the Executive Committee shall be presented to the Workers' Conference for comment, if possible, before presentation to the Board."

Bye-law VII. Add "D": "Personnel Secretary, Assistant to the Executive Secretary.

1. He shall be directly responsible to the Executive Secretary for his work, and shall undertake any particular task assigned to him by the Executive Secretary.
2. In consultation with the Executive Secretary he shall initiate and respond to correspondence with UMN member bodies, with His Majesty's Government of Nepal, with other agencies, regarding procurement of personnel needed to carry out the aims and purposes of the United Mission.
3. He shall advise and assist Headquarters administration and project and institutional leaders in personnel matters, making recommendations to the Executive Secretary, particularly on appointments.
4. At regular intervals, in consultation with the Executive

Secretary and other United Mission administrative leadership, he shall compile a list of United Mission personnel requirements, including brief job descriptions, which shall be circulated to all member bodies.

5. He shall keep a file of all United Mission workers, seek to acquaint himself with these workers, and offer counsel and help to them in personal problems and difficulties."

Alter following numbering of Bye-law VII accordingly, and all other corresponding references to this Bye-law in the Constitution and Bye-laws.

2) Nepali Representation on the Board of Directors. Ref.BD-4/71, AC-31/71,b and EC(2)-68/71, a.

Bye-law II, New "D": "The Nepal Christian Fellowship, in its annual conference, shall elect two representatives to the UMN Board in a private capacity, each to serve a two year term, such representation being full voting representation, and any elected representative to serve only two consecutive terms on the Board; one representative shall be elected elected each year."

3) Direct Appointees. Ref.BD-14/71, iv.

Bye-law VIII, B, first sentence to be amended to read: "Heads of institutions and project directors may appoint other workers within their approved budgetary limits, or self-supporting volunteers, as Direct Appointees for periods of up to three years; these appointments being renewable."

4) Purpose of UMN. Const. II, A to be amended to read: "The purpose of the United Mission is to minister to the needs of the people in Nepal in the Name and Spirit of Christ, and to make Christ known by word and life, thereby strengthening the universal Church in its total ministry."

5) Correction of text. Bye-law IX, F: Delete the word "also".

6) Area Superintendents. Const.IV,H: Add sentence - "They shall serve as ex-officio members of the Executive Committee, the Board, and the Administrative Committee."

7) Functional Secretaries. Bye-law VII,C, 8 and 9, to be amended by the addition of the words "and Functional Secretaries" after "Area Superintendents".

8) Member bodies and workers. Ref. EC(2)-64/70 and AC-31/71, i.

Const.IV, New "L", second paragraph to read: "In work to which the UMN is unable to assign workers, member bodies may second workers directly, in consultation with the United Mission."

9) Representative from Workers' Conference to the Board. Ref. BD-14/71,B, No.13, and AC-32/71,j. Rescind this amendment, and retain Bye-law XII,F as it reads in the present Constitution.

10) Basis of Faith. Alter the position of the Basis of Faith, now Const.VI, to be Const. Article III, and authorise all necessary amendments in subsequent numbering of articles in the Constitution and references thereto in the Bye-laws.

EC(2)-68/71. Further amendments to Constitution and Bye-laws, and related business.

a) Nepali Representation on the Board. It was RESOLVED:

- i) That in the first instance one of the two representatives be elected to an initial one-year term, thus providing for the election of only one representative each year.
- ii) That the Executive Committee of the NCF be requested to submit names of two members who might be asked to serve on the UMN Board as co-opted members at its meeting in March 1972.

b) Quorum of the Board. Ref. BD-14/71, ii, and AC-31/71, c.
It was RESOLVED to instruct the Executive Secretary to submit to the Board a proposed amendment to the present Bye-law III, A.

c) Area Superintendent's duties. Ref. AC-31/71, a, iii. It was RESOLVED to instruct the Executive Secretary to present a proposed amendment to Bye-law, VII, new F, new "6" to enable a deputy to act for the Area Superintendent in times of temporary absence, sickness or holiday.

EC(2)-69/71. Closing. A sincere vote of thanks was expressed to the Chairman, the Executive Secretary, and friends in Kathmandu who had provided hospitality to members of the Executive Committee.

The meeting was closed with prayer led by the Executive Secretary.



UNITED MISSION TO NEPAL

A Statement for Workers, Present and Prospective.

This presentation in summary form is designed to make clear the accepted policies of the United Mission to Nepal, and the implications for individual workers. It should be clear that traditional evangelism is not permitted under our agreement with His Majesty's Government. This limitation creates problems for those who are zealous in public witness. On the other hand, it challenges every worker to discover the fruitfulness of transparent living of the message of Jesus Christ, which in itself is the most effective form of evangelism. Such motivation is the basis of our Christian commitment and unity.

THE PURPOSE. The U.M.N.'s purpose is "to minister to the needs of the people in Nepal in the Name and Spirit of Christ, and to make Christ known by word and life." Included in the Constitution, which all appointees of the Board must accept, is a simple Basis of Faith. This is a statement which refers to the historic faith of the Christian Church in Jesus Christ as Divine Redeemer, the Old and New Testaments as the inspired Word of God, and the Apostles' and Nicene Creeds.

AGREEMENT WITH HIS MAJESTY'S GOVERNMENT. The government permits the U.M.N. to work in Nepal under a General Agreement, in which it is stated that activities are limited to the fields of education, health, technology, and industrial development. All the Mission's members are "subject to the laws and regulations of Nepal", and the "shall confine their activities to the achievement of the objectives of the institution to which they are assigned, and shall not engage in any proselytizing and other activities which are outside the scope of their assigned work."

LIVING EPISTLES. It is clear, therefore, that certain limitations are placed upon what is normal in Christian mission work; and the presentation of the Gospel message of redemption must be made in a way which has no implications of pressure. This is obviously a challenge to "living the Gospel" in all areas of life and work.

There is effective testimony within the framework of the honest, fulltime professional job which the U.M.N. expects of every appointee. The U.M.N. Constitution identifies one purpose as "to make Christ known by word and life". It is clarified thus: "This must be by a Christ-filled life, and personal word as opportunity affords. We all, foreigners and nationals, are continually witnesses. Where there is opportunity to witness outside Christian premises, this should take the form of informal discussion. Literature may be distributed in personal contacts." However, "individuals should consider their responsibility to the whole Mission, that no individual action should jeopardise the work of the Mission".

A WORLD FELLOWSHIP. It is important also to emphasise the international and interdenominational aspect of a Mission in which almost thirty churches and boards from twelve countries in Asia, the Americas and Europe are represented. Hence the Constitution underlines the importance of appointees having "a call from God for work in Nepal" and being "prepared to cooperate with Christians from other Church denominations." Workers must be ready to adjust happily to working closely with people of differing nationalities and cultures. Some may be challenged by secondment to a non-Mission institution, isolated from Christian fellowship and association with overseas personnel. There must be willingness to accept new approaches to services, and flexible attitudes in methods, and in relationships with fellow workers.

The ideal worker we seek is the convinced Christian who is conscious of a call from God to Nepal, committed to service in the Spirit of Jesus Christ, and prepared to testify to his faith by life and work. Such an individual, with qualifications and experience fitting the job description of an approved post, can be assured of challenging opportunities.

Einengangen
30. NOV. 1970
E. dict:

THE UNITED MISSION TO NEPAL

Minutes of

THE EXECUTIVE COMMITTEE MEETING

7/17. Sq

Held in Kathmandu, Nepal, November 3-4, 1970.

The meeting of the Executive Committee was held at UMN Headquarters in the new Committee Room. Sessions were held on the first day from 9 a.m. to 12 noon, and from 1.30 to 6.00 p.m. On the second day the Committee met from 8.30 a.m. to 12 noon, and from 1.30 to 4.30 p.m., with short breaks for morning coffee and afternoon tea each day.

On the evening of Wednesday 4th the new UMN film entitled "Nepal On The Potter's Wheel" was shown at Surendra Bhawan, and all members of the Executive Committee were particularly invited to attend.

Devotions. On the first morning, Dr. R. Windsor, President of UMN and Chairman of this meeting, called the meeting to order, and led the opening devotions. He read Eph. 2:11-22, and spoke of the unity of all true believers in Christ, and the need to constantly guard and preserve our unity within the UMN as a team of workers together. This requires humility, gentleness, patience, helpfulness and peace - which we find in Christ alone.

On the second morning Rev. F. Wilcox, Executive Secretary designate, referred to the restricted conditions in which we may have to work and witness, which was often the experience of the disciples of old. Many of them turned their very restrictions to means for further witness, and we must seek to do likewise through dedicated lives and real love to the people of Nepal.

Roll Call. Members were present, except as indicated:

Dr. R. Windsor, President.
Rev. G. Ruff, Vice President
Dr. K. Sanders
Dr. C. Kupfernagel
Dr. C.L. Joshi
Dr. E. DeVol
Rev. M. Rai
Rev. D. Patlia (absent).

Ex-officio: Mr. J. Lindell, Executive Secretary
Mr. I. Stuart, Treasurer
Dr. P. Dodson, Tansen Area Superintendent
Mr. A. Voreland, Gorkha Area Superintendent

Co-opted: Mr. H. Barclay, Education Secretary, and
Kathmandu Area Superintendent

Observer: Rev. F. Wilcox, Executive Secretary designate

Visitors attending for short sessions:

Canon S. Burgoyne, Personnel Secretary.
Dr. G. Mack, Asst. Medical Director, Shanta Bhawan Hospital.
Mr. H. Lacy, United Methodist Church, USA.
Dr. D. Corbitt, United Methodist Church, USA.

Agenda. The agenda of 73 items was approved as presented by the Executive Secretary, and the schedule fixed as above.

EC(2)-1/70. Minutes of the last meeting. The Minutes of the meeting held in Kathmandu on April 1-2, 1970 were approved as circulated.

PLANS AND BUDGETS FOR 1971

Before the matter of the proposed plans and budgets for the various projects of work for 1971 was taken up, the Executive Secretary briefly reviewed the Policy Guidelines approved by the Board of Directors in April, 1970, and a further paper entitled "Some Things I see on the Road Ahead", which had been circulated to members prior to the meeting. These papers laid emphasis on the new directions of thought and planning which the Mission should follow in its road ahead.

EC(2)-2/70. UMN Headquarters. The proposed plans and budgets for 1971 were studied together with recommendations concerning them in AC-6/70 and FC(2)-3/70. It was RESOLVED to approve the proposed Plans and Budgets for 1971, with the following changes and instructions:

- a) The Personnel post of 'Qualified Auditor' shall be considered to be fulltime.
- b) The post of 'Language Supervisor' fulltime (post to be filled) shall be added to the list of Personnel in this Project. See also Minute EC(2)-18/70.
- c) The question of UMN's continuing membership in the NCC of India shall be referred to the UMN Board for consideration; the Executive Secretary shall correspond with the Secretary of the NCC concerning this relationship. The inclusion of the NCC membership fee for 1971 in the HQ Budget is approved, pending action by the Board.
- d) Clarification concerning payment of travel expenses to Executive Committee meetings is given in EC(2)-72/70.
- e) The post of Technical Secretary shall be added to the list of personnel in this Project as recommended in the ITID plans and approved by the Executive Committee. See EC(2)-19/70.

The approved form of the Plans and Budgets for 1971 appears as Appendix C to these Minutes.

EC(2)-3/70. Special Projects. It was noted that this year, for the first time, a number of smaller sections of work had been separated from the plans and budgets of Headquarters, and grouped together under the title 'Special Projects'. The Minute AC-7/70 was noted, and it was RESOLVED to approve the introductory paragraph of Appendix D, together with the amendments recommended by the Administrative Committee, to the effect that the Service Scholarship Program and the Communications Committee be responsible to the Education Secretary rather than to the Executive Secretary.

- I. Padma Sadan. The proposed plans and budgets for 1971 were considered. It was RESOLVED to accept these Plans and Budgets as presented.
- II. Building Department. The proposed plans and budgets for 1971 were studied, together with the recommendations of the Administrative Committee in AC-7/70, II. It was RESOLVED to approve all the recommendations in AC-7/70, and to approve the proposed Plans and Budgets for 1971 subject to the necessary adjustments being made.
- III. Children's Hostel. The plans for the Hostel were noted, together with the related minute of the Administrative Committee meeting. It was RESOLVED to accept this report, and to record the Executive Committee's appreciation for the work being carried on in the Hostel by Mr. and Mrs. Cook.
- IV. Seconded Workers. The proposed plans and budgets for 1971 in the original and revised forms were noted, together with the recommendations of AC-7/70, IV, and of FC(2)-4/70. It was RESOLVED to approve the revised Plans and the revised Budgets as presented.
- V. Service Scholarship Program. The plans for this work for 1971 were considered, together with the Minute of the Administrative Committee. It was felt that further sources of income for this work could be found, and the work broadened and strengthened. It was RESOLVED to approve the Plans as presented.
- VI. Communications Committee. The plans as presented were noted, together with Minute AC-7/70, VI. It was thought that the work covered by this Committee could be enlarged and strengthened. It was RESOLVED to approve the Plans as presented.

The approved Plans and Budgets of the above Special Projects appear in their amended form as Appendix D to these Minutes.

EC(2)-4/70. Public Health Program. The proposed plans and budgets for the mission-wide Public Health Program for 1971 were considered, together with Minute AC-8/70. It was RESOLVED to approve the Plans and Budgets as presented, with the amendment that Bhatgaon be included in the opening sentence of III, b) where approved posts of Board Appointee public health nurses are listed; and that:

- a) The UMN mission-wide Public Health Program, in its growing form, be considered and treated as a separate Project in the Mission.
- b) That Dr. N. Iwamura be appointed as Director of the UMN Public Health Program for the usual 3 year term, beginning from the date of this meeting.
- c) That written permission for all public health work undertaken by the Mission be obtained from H.M.G.

The approved Plans and Budgets for 1971 appear as Appendix E to these Minutes.

EC(2)-5/70. Tansen Area. The proposed plans and budgets for 1971 were studied, together with the recommendations of AC-9/70. It was RESOLVED to approve the Plans and Budgets for 1971, subject to the following amendments and instructions:

- a) That item III of the capital budget, which lists equipment expected to be supplied by H.M.G. for the Mobile Unit, be deleted.
- b) That the recommendations of the Administrative Committee in Minutes AC-9/70, a) and b), which concern expansion of the hospital, the training program and the Mobile Unit, be approved.

The approved Plans and Budgets for 1971 appear as Appendix F to these Minutes.

EC(2)-6/70. Agenda of Medical Conference. Following discussion concerning the purpose and content of the Medical Conference (November 5-6, 1970), it was RESOLVED to request Mr. H. Barclay, chairman of the UMN discussion sessions of the Conference, to prepare an agenda in consultation with Dr. Mack which would adequately provide for discussion of UMN planning and policy regarding its medical work.

EC(2)-7/70. Butwal Technical Institute. The proposed budgets for 1971 were noted, together with the recommendations of AC-10/70 and FC(2)-5/70. It was RESOLVED to approve the Recurring Budget for 1971, as well as the adjustments to it as recommended in the above Minutes, and to note that the proposed capital budget is deleted. The approved Budget for 1971 appears as Appendix G to these Minutes.

EC(2)-8/70. Pokhara Boys' School. The proposed plans and budgets for 1971 were considered, together with the recommendations of Minute AC-11/70. It was RESOLVED to approve the plans and budgets for 1971, with the addition proposed in AC-11/70. The approved Plans and budgets appear as Appendix H to these Minutes.

EC(2)-9/70. Gorkha Project. The proposed plans and budgets for 1971 were considered, together with the recommendations of AC-12/70 and FC(2)-6/70. Discussion was given to the subject of the use of undesignated capital funds for various urgent items in the project, including the completion of the operating unit of the new hospital so that it can function as a fee-earning section of the hospital, and thus assist its recurring budget. See action taken on this subject in Minute FC(2)-6/70. It was RESOLVED to approve the proposed plans and budgets subject to the amendments recommended by AC-12/70, c, and d, and FC(2)-6/70, which were also approved and which dealt with hospital expansion, public health, the recurring budgets, and fees and charges. The approved Plans and Budgets for 1971 appear as Appendix I to these Minutes.

EC(2)-10/70. Shanta Bhawan Hospital. The plans and budgets for 1971 were noted, together with the recommendations of AC-13/70 and FC(2)-7/70. The Hospital Managing Board deals first with these plans and budgets, and passes them on to the UMN Executive Committee for consideration and approval of those items which particularly concern grants from UMN for recurring budget, capital budget, and

personnel. It was noted that the SBH Board had not approved the proposed recurring budget as yet. It was RESOLVED:

- a) To approve the personnel needs as presented in the plans.
- b) To approve the proposed capital budget.
- c) To approve the granting of a total of Rs. 52,500 from UMN Reserve Fund in 1970 for three contingency items as recommended by FC(2)-7/70.
- d) To approve the granting of an additional Rs. 48,300 to the Rs. 340,000 from the UMN Treasurer to the 1971 Recurring Budget, as recommended by FC(2)-7/70 and AC-13/70, c.
- e) To inform the Hospital that no further grants for additional needs will be sanctioned for 1971.
- f) That reference be made to the fact that 1971 is the third year for which the basic grant of Rs. 340,000 is being made in accordance with Minute EC-41/68, g, and that this subject will be considered again next year.
- g) That following a presentation by Dr. Mack of the proposal that Shanta Bhawan Hospital work toward cooperative management and financial support, and discussion, it is recommended that this subject be presented to the UMN Board for consideration.

The Plans and Budgets for 1971 appear as Appendix J to these Minutes.

EC(2)-11/70. Kathmandu Valley District Clinics. The proposed plans and budgets for 1971 were considered, together with the recommendations of AC-14/70 and FC(2)-8/70. It was RESOLVED:

- a) To approve the plans and personnel askings as presented.
- b) To approve the recurring budget with the amendment that the grant from the UMN Treasurer be Rs. 80,000 only.
- c) To appoint a committee, consisting of the Treasurer (Chairman), the Area Superintendent, Dr. Moody and Miss Ullberg, to study the Project's work and expenditure, and to re-cast the budget to adjust to this curtailed grant from UMN.
- d) To approve the capital budget as presented.

The approved Plans and Budgets for 1971 appear as Appendix K to these Minutes.

EC(2)-12/70. Girls' High School, Kathmandu. The proposed plans and budgets for 1971 were considered, together with the recommendations in AC-15/70 and FC(2)-9/70. It was RESOLVED to approve the plans and budgets as presented, with the increased recurring budget asking from the UMN Treasurer, and to underline the need to work towards making the school self-supporting. This subject should be dealt with by the proposed Education Conference, and appropriate recommendations made to the Executive Committee. See EC(2)-66/70. The approved Plans and Budgets appear as Appendix L to these Minutes.

EC(2)-13/70. Bhatgaon Hospital. The proposed plans and budgets for 1971 were considered, together with the recommendations of AC-16/70 and FC(2)-10/70. It was RESOLVED to approve the plans and budgets as presented, with the amendment that in the Capital Budget of items brought forward from 1970 the item of accommodation for doctor of Rs. 32,325 (upper storey on present residence) be not deleted but retained. The approved Plans and Budgets for 1971 appear as Appendix M to these Minutes.

EC(2)-14/70. Okhaldhunga Project. The proposed plans and budgets were considered, together with Minute AC-18/70. It was RESOLVED to approve the plans and budgets, with the recommendation proposed by the Administrative Committee. The approved Plans and Budgets for 1971 appear as Appendix N to these Minutes.

EC(2)-15/70. Agriculture Work. It was noted that no plans or budgets for agriculture work have been presented, as it is expected that the program in Amp Pipal will be handed over to another organisation by the end of the year, and the work in Okhaldhunga Project has already closed. This is in keeping with the current UMN - HMG

General Agreement which does not allow the continuance of programmed UMN work in agriculture.

EC(2)-16/70. Finance Committee Report and Recommendations. Rev. G. Ruff, Chairman of the Finance Committee, presented the report and recommendations of the Committee as they related to the budgets as a whole, and to particular items in them, as well as to other subjects. It was RESOLVED to receive with thanks the recommendations of the Finance Committee (November 2, 1970: Appendix B to these Minutes), and to take the following actions:

- a) To approve all the recommendations of the Finance Committee concerning budgets of the Projects. See FC(2)-2/70 to FC(2)-12/70.
- b) To approve the UMN Treasurer's grant of Rs.10,000 to the new ITID 1971 Recurring Budget.
- c) To approve the Treasurer's revised Consolidated Budget, which incorporates the amendments of the project budgets dealt with above; and to authorise the Treasurer to alter expected receipts to include any additional work grants connected with workers newly accepted into the Mission at this meeting.
- d) To instruct Projects to present accurate figures annually in their budget item for "Personnel Contributed Services".
- e) To revise the list of approved grants to Projects from undesignated Capital funds so as to grant the following to the Gorkha Project:

Completion of the surgical unit of the new hospital building	Rs. 22,000.
Tin roofing for Luitel meeting house	6,170.
Toilet/bathroom for old building, Amp Pipal	2,625.
Painting roofs	300.
Water supply to dwelling houses	2,100.

- f) To approve all the other recommendations of the Finance Committee.

The Minutes of the Finance Committee appear as Appendix B to these Minutes.

EC(2)-17/70. UMN Treasurer's Consolidated Budget. Following consideration, it was RESOLVED to approve the Treasurer's Consolidated Budget for 1971 as amended by the approved recommendations of the Finance Committee. This budget appears as Appendix O to these Minutes.

EC(2)-18/70. Language School. The recommendations put forward in AC-20/70 were considered and discussed. It was RESOLVED:

- a) To approve the recommendations of the Administrative Committee in AC-20/70.
- b) To instruct that estimates for capital expenditures (equipment, building, etc.) for an enlarged program be presented to the next meeting of the Finance Committee.
- c) To note that in forming plans for an enlarged Language School, the costs of a recurring budget to run such a school be kept in mind; this cost is met by fees paid by the language students, and not by the UMN Treasurer.

EC(2)-19/70. Institute of Technology and Industrial Development (ITID). The subject of the Mission possibly undertaking new and enlarged work by participating with His Majesty's Government in the program of planning and development in the area served by the Sunauli-Pokhara Road was considered. Background and preparatory papers were studied. Earlier discussions and recommendations on the subject were noted. Following discussion it was RESOLVED:

- a) To approve in principle the plan as prepared and recommended by the sub-Committee of October 20-21, 1970 for carrying out this ITID program, except that section V, A concerning secondment of workers shall be deleted.
- b) To instruct the Executive Secretary to be responsible to begin the implementation of this program by recruiting workers, seeking funds, using other appropriate means, and by calling on

the assistance of others such as Mr. Sauer and Mr. Hoftun to help in this.

- c) To request that a progress report be made to the next meeting of the Executive Committee in March 1971.
- d) To instruct the BTI Committee to go ahead and prepare proposals to the BTI Board for amending its Constitution and arranging its administrative structure to serve this ITID program.
- e) To instruct that UMN seeks to revise its BTI-HMG agreement to allow for this enlarged work.
- f) To instruct that UMN should offer in writing its services to HMG's Planning Commission for participation in planning and development work in the Sunauli-Pokhara Road region.
- g) To authorise Mr. Hoftun, while on his coming furlough, in cooperation with the Executive Secretary, to assist in implementing the ITID Program by efforts towards recruitments, fund-raising, and other suitable ways.
- h) To approve the list of personnel needs for this program. Emphasis is placed on careful selection of candidates for this work.
- i) To approve the capital budget for 1971 of this ITID program. The Recurring Budget is approved under EC(2)-16/70, b.

The initiating Plan for ITID as prepared by the sub-Committee of October 20-21 is given as Appendix P to these Minutes.

EC(2)-20/70. Request for Thoracic Surgeon. Consideration was given to the request from the Nepal Tuberculosis Association that UMN second a thoracic surgeon to their proposed thoracic surgery unit in Kathmandu. It was RESOLVED to approve the recommendation made on this subject by the Administrative Committee. See AC-22/70, in Appendix A to these Minutes.

EC(2)-21/70. Request for Teacher for Danrajheri. A request has been received from the Panchayat of Danrajheri, East Palpa, that the UMN second a teacher to their local school. It was RESOLVED to approve this post for secondment, subject to HMG approval, and to be carried out in keeping with UMN rules on secondment.

EC(2)-22/70. Ophthalmology Program. The proposal for possibly appointing an ophthalmologist to develop a travelling eye work, as presented in AC-25/70, was noted. It will be considered at a later meeting if presented for action.

MEMBERSHIP AND PERSONNEL MATTERS

EC(2)-23/70. Assemblies of God Mission. It was reported that an application for membership in the United Mission had been received from the Assemblies of God Mission, which would be presented for consideration and action at the next meeting of the Board of Directors in March, 1971.

EC(2)-24/70. Miss Sheila Anderson. It was RESOLVED to confirm and record the following Correspondence Vote of July 17, 1970:

"Miss Sheila Anderson, teacher, offered by the Bible & Medical Missionary Fellowship in U.K. It was RESOLVED to accept Miss Anderson for service in the UMN, with thanks to God and to her sending mission."

EC(2)-25/70. Mr. and Mrs. Seppo Kostamo. It was RESOLVED to confirm and record the following Correspondence Vote of July 17, 1970:

"Mr. and Mrs. Seppo Kostamo, builder-pastor, and nurse, offered by the Free Church of Finland. It was RESOLVED to accept Mr. and Mrs. Kostamo for service in the UMN, with thanks to God and to their sending mission."

EC(2)-26/70. Dr. Liane Nitschke. It was RESOLVED to confirm and record the following Correspondence Vote of August 20, 1970:

"Dr. Liane Nitschke, paediatrician/doctor, offered by the Committee for Service Overseas, Germany. It was RESOLVED to accept Dr. Nitschke for service in the UMN, with thanks to God

accept Dr. Nitschke for service in the UMN, with thanks to God and to her sending Committee."

EC(2)-27/70. Dr. M. W. Anderson, BMMF. Dr. Anderson came to Nepal under the UMN in 1958, with a background of 26 years' experience in India. Her contribution to the work and development of Shanta Bhawan Hospital has been outstanding. Always gracious and helpful to her co-workers as well as to her patients, she has demonstrated the love of Jesus Christ with a dedication going beyond the path of duty. Since March 1968 she has ably carried the onerous responsibilities of the Medical Director of Shanta Bhawan. She plans to retire in March 1971.

It was RESOLVED to express deep appreciation of her ministry, and to assure her of our prayers for God's abundant blessings upon her in retirement.

EC(2)-28/70. Mr. Kenneth Dick, MCC, PAX service, terminating a three year term of service at Butwal Technical Institute. It was RESOLVED to express thanks to Mr. Dick for good service rendered during this term.

EC(2)-29/70. Mr. and Mrs. Glen Simmonds, United Church of Canada, electrician Butwal Technical Institute, and Butwal Power Company. Mr. and Mrs. Simmonds' resignation from the UMN, on account of the ill-health of their daughter and necessity to return to Canada for specialized treatment, was received. It was RESOLVED to accept this resignation with regret, and with prayer for God's leading to them, and healing to their daughter.

EC(2)-30/70. Mrs. T. Tsukada, ICUC, Tokyo, housemother at Pokhara Boys' School. Mrs. Tsukada expects to go on furlough in December 1970, and her return to the school has been requested by the School Board. It was RESOLVED to express thanks for her term of service, and to welcome her return, subject to satisfactory medical reports being obtained.

EC(2)-31/70. Miss Ruth Judd, CMS of Australia, nurse at Shanta Bhawan Hospital, finishing second term, and due for furlough December 1970. It was RESOLVED to express thanks for her service, and to welcome Miss Judd back to Nepal after furlough.

EC(2)-32/70. Mr. and Mrs. Odd Hoftun, WMPL, Norway, Director of Butwal Power Company, due for furlough November 1970. It was RESOLVED to express thanks for their service, and to welcome Mr. and Mrs. Hoftun to return to Nepal after furlough.

EC(2)-33/70. Dr. and Mrs. Cecil Pedley, Leprosy Mission, working at Tansen Hospital, went on early furlough in September 1970. It was RESOLVED to invite the Leprosy Mission to appoint Dr. Cecil Pedley for a final term of two years in Tansen Hospital to give opportunity to complete his leprosy research. The Area Superintendent (who is also the Medical Director of Tansen Hospital), at the appropriate time, will guide Dr. Pedley in arranging the continuation of his hospital work.

EC(2)-34/70. Workers returned from furlough. It was RESOLVED to note and record the following list of workers who have returned to Nepal from furlough since the last Executive Committee Meeting (for information only):

Mr. and Mrs. Howard Barclay
Miss Shirley Snell
Miss Frances Swenson
Miss Rachel Wolff
Miss Valerie Collett
Miss Kirsti Kormu
Miss Enid Russell
Miss Margaret Robinson
Canon and Mrs. Samuel Burgoyne
Dr. and Mrs. Jonathan Yoder
Dr. and Mrs. N. Iwamura

EC(2)-35/70. Workers expected to return. It was RESOLVED to note and record the following list of workers who are expected to return to Nepal from furlough before the next Executive Meeting in March, 1971, (for information only):

Miss Beth Brunemeier
Miss Margaret McCombe
Dr. and Mrs. William Gould
Mr. and Mrs. Brian Richards.

EC(2)-36/70. New workers who have arrived. It was RESOLVED to note and record the following list of new workers who have arrived in Nepal since the last Executive Meeting, (for information only):

Rev. and Mrs. Frank Wilcox
Dr. and Mrs. Richard Harding
Dr. and Mrs. (Dr.) Thomas Hale
Mr. and Mrs. Delos McCauley
Mr. Martyn Thomas
Miss Jennifer Degg
Miss Audrey Maw
Mr. and Mrs. (Dr.) Tor Mogedal
Mr. and Mrs. Ian Colterjohn
Mr. Ray Plett
Mr. Ed Martin
Dr. Liane Nitschke.

EC(2)-37/70. New workers expected. It was RESOLVED to note and record the following list of new workers who have been accepted by the UMN, and are expected to arrive before the next Executive Meeting, (for information only):

Miss Sheila Anderson
Mr. and Mrs. Sepo Kostamo
Mr. and Mrs. Urho Rasanan
Mrs. and Mrs. Bjorn Brekke
Miss Barbara McLean.

EC(2)-38/70. Drs. K. and S. Itoh, offered by the Japan Overseas Cooperative Service. It was RESOLVED to accept Dr. and Mrs. Itoh for service in the UMN, with thanks to God and to their sending Society.

EC(2)-39/70. Miss Glenys Walker, teacher, offered by the Baptist Missionary Society, for service in Nepal in 1972. It was RESOLVED to provisionally accept Miss Walker for service in the UMN, with thanks to God and to her sending Society; with the proviso that during 1971 she take further studies in teaching English as a second language, and that the B.M.S. be asked to submit a further report at the end of that year.

EC(2)-40/70. Dr. and Mrs. Walter Bond, pathologist, offered by the United Presbyterian Church, USA. It was RESOLVED to accept Dr. and Mrs. Bond for service in the UMN, with thanks to God and to their sending Mission. It should be noted that it is the policy of the Shanta Bhawan Hospital, where Dr. Bond will be working, that foreign personnel will be replaced by qualified and suitable Nepali staff when possible.

EC(2)-41/70. Dr. and Mrs. Hans Grueber, pathologist. It was noted that further correspondence had taken place with Dr. Grueber since the last Executive Committee meeting, but that the post of pathologist at Shanta Bhawan Hospital had now been filled with the acceptance of Dr. Bond.

EC(2)-42/70. Miss Irene Fuss, teacher, offered by the ~~Committee for Service Overseas~~, Germany. It was RESOLVED to accept Miss Fuss for service in the UMN, with thanks to God and to her sending agency.

EC(2)-43/70. Dr. and Mrs. Robert Ferguson, offered by the Bible & Medical Missionary Fellowship. It was RESOLVED to accept Dr. and Mrs. Ferguson, with thanks to God and to their sending mission.

Gossner Mission

EC(2)-44/70. Miss Doris Bailey, medical records librarian, offered by the Bible & Medical Missionary Fellowship. It was RESOLVED to accept Miss Bailey for service in the UMN, with thanks to God and to her sending mission.

EC(2)-45/70. Mr. and Mrs. Jostein Holm, agriculturalist/accountant, offered by the World Mission Prayer League, Norwegian Branch. It was RESOLVED to accept Mr. and Mrs. Holm for service, with thanks to God and to their sending mission. It was noted that the Nepal Red Cross has a place of service for these workers and has requested their secondment.

EC(2)-46/70. Mr. Colin Smith, teacher, offered again by the Regions Beyond Missionary Union. It was RESOLVED to accept Mr. Smith for service in the UMN for a year in the first instance, his membership in the mission to be reviewed at the end of that time.

EC(2)-47/70. Miss Hannah Vitzthum, nurse, offered again by the Committee for Service Overseas, Germany. It was RESOLVED to accept Miss Vitzthum for service again in the UMN, with thanks to God and to her supporting agency.

EC(2)-48/70. Mr. Victor Tow, industrial chemist, offered by the Church Missionary Society of Australia. Whereas there is a need for a person with such qualifications at the Butwal Technical Institute Plywood Mill, it was RESOLVED to accept Mr. Tow for service in the UMN, with thanks to God and to his sending mission.

EC(2)-49/70. Miss Julie Ann Willmette, nurse, offered by the Church Missionary Society of Australia. It was RESOLVED to accept Miss Willmette for service in the UMN, with thanks to God and to her supporting mission.

EC(2)-50/70. Mr. and Mrs. Schniepp, electro-technician, Committee for Service Overseas, Germany. It was noted that the Personnel Secretary is corresponding with the C.S.O. concerning this couple, but that full details of personal data have not yet been received. It was RESOLVED to authorise the continuance of this correspondence and the circulation of a Correspondence Vote by the Executive Secretary, if desirable and necessary.

EC(2)-51/70. Mr. and Mrs. John Paterson, agriculturalist, BMMF, Australia. It was noted that Mr. and Mrs. Paterson have closed down their work in Okhaldhunga in keeping with the HMG ruling on UMN agriculture work, and that the Leprosy Mission has requested their services at Anandaban for the remainder of their present term in Nepal, to assist patients in gardening and rehabilitation. It was RESOLVED to express the support of this Committee in favour of this secondment.

EC(2)-52/70. Health Services Secretary. After discussion of a recommendation received from the Administrative Committee, it was RESOLVED to authorise the Administrative Committee to investigate the possibility of either Dr. Gordon Mack or Dr. William Gould filling this post; and, if the outcome is favourable, to appoint one of these men to the position of Health Services Secretary until such time as the appointment can be confirmed by Board action.

EC(2)-53/70. Director of UMN Public Health Program. It should be noted that in Minute 4, b of this meeting, Dr. N. Iwamura was appointed as Director of the UMN Public Health Program for the usual three year term, beginning from the date of this meeting.

EC(2)-54/70. Technical Secretary. It should be noted that the new post of Technical Secretary was recommended in the ITID plans, and approved by the Executive Committee in Minute EC(2)-19/70. It has been written into the list of Personnel attached to Headquarters Project in its 1971 plans and budgets; see Appendix C. The UMN Board should take note of this action and confirm.

EC(2)-55/70. Gorkha Area Superintendent. It was RESOLVED to recommend to the Board of Directors that Mr. Asbjorn Voreland be appointed for a further three year term to this post from March 1971.

EC(2)-56/70. Kathmandu Area Superintendent. It was RESOLVED to recommend to the Board of Directors that Mr. Howard Barclay be appointed for a further three year term to this post from March 1971.

EC(2)-57/70. Okhaldhunga Area Superintendent. Further to Minute. BM-25/62, c, it was RESOLVED that the Okhaldhunga Project should remain directly responsible to the Executive Secretary as its Area Superintendent.

EC(2)-58/70. Medical Director, Amp Pipal Hospital. It was RESOLVED to appoint Dr. Jonathan Yoder as Medical Director of the Amp Pipal Hospital for the usual three year term as from this meeting.

EC(2)-59/70. Medical Director, Shanta Bhawan Hospital. It was RESOLVED to appoint Dr. Gordon Mack as Medical Director of Shanta Bhawan Hospital, upon the retirement of Dr. M.W. Anderson next March, for a three year term as from the date of transferral of authority.

EC(2)-60/70. Assistant Medical Director, Shanta Bhawan Hospital. It was RESOLVED to appoint Dr. William Gould as Assistant Medical Director of Shanta Bhawan Hospital for a three year term as from the date on which Dr. Gordon Mack vacates the post and becomes Medical Director.

EC(2)-61/70. Superintendent of Nursing Services, Shanta Bhawan Hospital. It was RESOLVED to appoint Miss Enid Russell as Superintendent of Nursing Services of Shanta Bhawan Hospital for a three year term as from the date of this meeting.

EC(2)-62/70. Headmistress, Girls' High School, Kathmandu. It was RESOLVED to appoint Miss Margaret McCombe as Headmistress of the Girls' High School, Mahendra Bhawan, for a three year term as from the date of this meeting.

EC(2)-63/70. Mr. Jonathan Lindell. Note was taken of BD-15/70, and the fact that Mr. Lindell would relinquish his post as Executive Secretary on 31st January 1971. A report was given of the several possible places where Mr. Lindell might be appointed and would make a very fruitful contribution to the work of the Mission. It was RESOLVED to accept this report, and, in line with the recommendation, to instruct the Education Secretary to offer the services of Mr. Lindell to the Pokhara Boys' School Board for appointment as successor to Mr. Tom Valvik in July 1971.

MISCELLANEOUS MATTERS

EC(2)-64/70. Guidelines for seconding workers. The recommendations of AC-4/70, in response to the instruction given in EC(1)-59/70, were carefully considered. It was RESOLVED to approve clause a), and to approve clause c) with the following minor adjustments:

- 1) Alter to read "...workers may be seconded to an appointment for which...."
- 2) In section iii), omit the word "extraordinary".
- 3) In section i), add the words "by the Executive Secretary".
- 3) In section ii), add the words "by the Executive Secretary" after the word "defined".
- 3) In section iv), omit the word "support".
- 3) In section v), omit the word "etc."

The final form of this whole statement is as follows:

a) The Executive Secretary is requested to draw up a proposed provision for insertion in the Constitution or Bye Laws to reflect the following policy:

"Member Bodies and Workers in Nepal. UMN member bodies sending their workers to Nepal shall send them only to the UMN, except for such work to which the UMN is unable to assign them, in which case member bodies may make other arrangements in consultation with the UMN."

b) The guidelines for seconded workers are as follows:

Guidelines for UMN workers seconded to other organisations.

It is the policy of the UMN to second workers to other programs or organisations in Nepal, in which cases the following guidelines shall be followed:

1. Kinds of work. In keeping with the General Agreement, workers may be seconded to appointments for which the Mission has obtained the prior permission of His Majesty's Government.

2. Qualifications.

- i) These workers shall be regular UMN Board Appointees.
- ii) Except in very special circumstances these workers shall have had experience in UMN projects, and know and appreciate the customs and thinking of the people of Nepal.
- iii) They shall have demonstrated abilities in the Nepali language; in being adaptable to those living and working conditions which may be required; in expressing their faith in word and work and life; in displaying the gifts of patience, perseverance and dedication, and competence for the post to which they go.

3. Administration of such workers.

- i) Each post for secondment shall be approved by the Executive Committee, and assignments shall be made in the usual manner by the Executive Secretary.
- ii) Such workers shall be responsible to an appropriate Functional Secretary or Area Superintendent or Project Director, with the relationship defined by the Executive Secretary at the time of appointment.
- iii) This UMN officer will arrange with the receiving organisation for the terms of work, housing, salary, tools and equipment, discipline, etc.
- iv) This officer shall be responsible to provide guidance, communication, encouragement and fellowship to the worker within the UMN structure.
- v) All financial and other matters, such as leave, concerning these workers and their work shall be handled according to the rules of the Mission.
- vi) The Functional Secretaries shall liaison with organisations to explore opportunities and negotiate openings for workers.

EC(2)-65/70. Relationship of Building Department to Projects. The recommendations of AC-24/70 were noted and discussed. It was RESOLVED to instruct the Administrative Committee to study further into this matter, and to invite two members from the Building Department to assist in drawing up further recommendations to be submitted to the Executive Committee at its next meeting in March 1971.

EC(2)-66/70. Education Conference. It was RESOLVED to approve the recommendations of AC-29/70, and to instruct that these be followed, underlining the importance of inviting HMG representatives to participate in such a Conference.

EC(2)-67/70. Amendments to the UMN Constitution. It was reported that little has been done on the instructions of BD-20/70, and a further report will be made at the next meeting.

EC(2)-68/70. Pokhara Boys' School Board members. Further to Minute EC-28/66 and the recommendations of AC-34/70, it was RESOLVED:

- a) That the UMN members on the Pokhara Boys' School Board will be:
 - i) The UMN Executive Secretary.
 - ii) The Education Secretary.
 - iii) A third member who shall be appointed for a three year term.
- b) That Mr. Rajendra Rongong be appointed as the third member serving on the Board for a three year term beginning from January 1971.
- c) That the Executive Secretary be authorised to appoint an alternate for any member who is unable to attend a meeting of the School Board.

EC(2)-69/70. Building Committees. The rules governing Building Committees and the present membership of the committees in the various projects were reviewed. It was RESOLVED:

- a) That the guidelines for building work as in BM-66/66 should be revised to read as follows:
 1. Any building project with a capital budget exceeding Rs.10,000 shall be subject to the following rules.
 2. When the Board or Executive Committee approves any building work in connection with the project's 'Plans and Budgets', it shall also appoint the Building Committee which shall be responsible for the planning and undertaking of the job.
 3. The membership of such a Committee shall include responsible project members, the Area Superintendent, one representative appointed by the Building Department, and one person appointed by the HQ staff. Also indicate the initial convenor. The Chairman shall fill vacancies and appoint advisory members.
 4. The authority of this Committee shall be defined, and if reference to the Board is desirable it shall be indicated.
 5. The Building Committee work shall be reported to the Board, incorporated in with the regular reporting of the project to the Board.

b) The Building Committees for the present projects shall be:

Tansen Hospital: 1. Area Superintendent.
2. Person appointed by Building Department.
3. Person appointed by Headquarters.
4. Medical Director.
5. Nursing Superintendent.
6. Business Manager.

Bhatgaon Hospital: 1. Area Superintendent.
2. Person appointed by Building Department.
3. Person appointed by Headquarters.
4. Medical Director.
5. Nursing Superintendent.
6. Business Manager.
7. Mr. S. Ruchonemi (co-opted).

Shanta Bhawan Hospital:
(as according to the Hospital Constitution). 1. Administrative Officer, Chairman.
2. Medical Director, ex-officio.
3. Area Superintendent.
4. UMN Building Department Supervisor or deputy.
5. Nursing Superintendent.
6. Maintenance Supervisor.
7. Hospital Board Member - Col. Thapa.
8. Person appointed by Headquarters, ex-officio.

Amp Pipal Hospital: 1. Area Superintendent.
2. Person appointed by Building Departmt.
3. Person appointed by Headquarters.
4. Medical Director.
5. Nursing Superintendent.
6. Business Manager.
7. Hospital Buildar (may be co-opted).

Girls' High School,
Kathmandu: 1. Area Superintendent.
2. Person appointed by Building Dept.
3. Person appointed by Headquarters.
4. Headmistress.
5. Building Supervisor, co-opted.

Headquarters: 1. Area Superintendent.
2. Person appointed by Building Dept.
3. Executive Secretary.
4. Asst. Executive Secretary.
5. Treasurer.
6. Shanta Bhawan Maintenance Supervisor.

Kathmandu Valley
District Clinics: 1. Area Superintendent.
2. Person appointed by Building Dept.
3. Person appointed by Headquarters.
4. Medical Director.
5. Representative of Nursing Staff.

Butwal Technical
Institute: Project Building Department, responsible
to BTI Board.

Pokhara Boys' School: As appointed by the School Board, which
has contracted with the UMN Building
Dept. to undertake the construction of
the new school.

EC(2)-70/70. UMN Film. The Executive Secretary reported that the new UMN film,
"Nepal: On the Potter's Wheel", has now been completed, and copies
are available from London. One copy is being held in UMN Head-
quarters for use here.

EC(2)-71/70. Housing Needs. Further to EC(1)-63/70, it was reported that no
progress has as yet been made in this connection.

EC(2)-72/70. Expenses of Executive Committee. It was RESOLVED to clarify the
responsibility of bearing expenses for travel to and from
Executive Committee Meetings as follows:

- a) For the meeting in November, expenses may be claimed from the
UMN Treasurer in accordance with Minute FC(2)-9/68.
- b) For the meeting in March/April immediately preceding the Board
Meeting, members will bear their own expenses in accordance
with the ruling of their individual member bodies, as for all
the representatives to the Board Meeting.

EC(2)-73/70. Dates of Meetings. The dates set for meetings in the spring of
1971 were noted:

Workers' Conference: Feb. 26 - March 2, 1971.
Finance Committee: March 16, 1971.
Executive Committee: March 17 - midday March 18, 1971.
Board of Directors: March 18 afternoon - March 19, 1971.

Vote of thanks. It was RESOLVED to record a vote of thanks for all the arrange-
ments made in connection with the meeting, and appreciation of
background material prepared to support agenda items.

The Meeting was closed with prayer, led by Mr. Jonathan Lindell.

P. Secretary S.K.H.

Policy Paper
Dhulbe
Polit. Work etc.

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Minutes of

THE EXECUTIVE COMMITTEE MEETING

Held in Kathmandu, Nepal; April 1-2, 1970

The meeting was held in the Library of Shanta Bhawan Hospital. Sessions lasted from 9.00 - 12.00 noon and 1.30 - 6.00 p.m. on Wednesday 1st, and from 9.00 - 11.30 a.m. on Thursday 2nd April, with short breaks for morning coffee and afternoon tea.

Devotions. On the first morning Dr. T.N. Strong, President, led the opening devotions, reading from Colossians 1. He highlighted: 1) Discipleship - a) The authority in our commission, b) The authority of Christ's companionship, c) The responsibility of our proclamation; and 2) Discernment - a) Discernment of God's Spirit, b) Discernment of the Lord Himself, c) Discernment of His will and way. On the second day Dr. C. Kupfernagel read from John 15, and spoke of dwelling in the love of Christ, and resting in that love through all difficulties and problems.

Membership and attendance. Members were present except as indicated:

President: Dr. T.N. Strong

Vice President: Rev. D. Patlia (absent)

Other members: Rev. E. Lowe (absent)

Dr. C. Kupfernagel

Dr. C.L. Joshi

Dr. W. E. DeVol

Rev. R. S. Bhandare (absent)

Miss L. Chipley (absent).

Ex-officio: Mr. J. Lindell, Executive Secretary

Mr. I. Stuart, Treasurer

Dr. P. Dodson, Tansen Area Superintendent

Canon S. Burgoyne, Acting Kathmandu Area Superintendent

Co-opted: Mr. A. Voreland, Acting Gorkha Area Superintendent.

Agenda. The agenda of 75 items, as presented by the Executive Secretary, was approved.

EC(1)-1/70. Minutes of the last Meeting. The Minutes of the Meeting of the Executive Committee of November 14-15, 1969, held in Kathmandu, were accepted as circulated.

EC(1)-2/70. Annual Reports. Annual Reports were received from the following projects:

- a) Headquarters.
- b) Tansen Area.
- c) Butwal Technical Institute.
- d) Pokhara Boys' School.
- e) Gorkha Project.
- f) Shanta Bhawan Hospital.
- g) Kathmandu Valley District Clinics.
- h) Bhatgaon Hospital.
- i) Girls' High School, Kathmandu.
- j) Okhaldhunga Project.
- k) UMN Public Health Program.
- l) Anandaban Leprosy Hospital (courtesy).
- m) UMN Treasurer.

It was RESOLVED to accept these reports as circulated, and to present them to the Board.

EC(1)-3/70. Annual Financial Statements. The annual financial statements from the above projects were received, together with the recommendations on same from the Finance Committee (Appendix A,3).

It was RESOLVED to accept these statement and recommendations as presented and to submit them to the Board for approval.

EC(1)-4/70. Report of the Finance Committee. The report of the Finance Committee was received and discussed. It was RESOLVED to accept these Minutes, with the following alterations:

No.5, Language Instructor: Add "(College graduate)".

No.6,b, Tansen: Insert details as submitted and explained by the Area Superintendent:

Water supply from Dhaboghat Rs.40,000.

Remainder of hospital extension 50,000.

No.8, Padma Sadan: Alter expenditure item "Student plumbing" to read "Visitors' toilets".

With these additions and alterations, it was RESOLVED to approve the recommendations in Minutes 5, 6, 7, 8, 10 and 11. The Finance Committee Minutes in corrected form are printed as Appendix A to these Minutes.

EC(1)-5/70. Gorkha Project bank accounts. It was RESOLVED that current accounts be opened at the Nepal Bank Ltd., Kathmandu, and at the American Express International Banking Corporation, Bombay, in the name of the United Mission Gorkha Project, to be operated by the Gorkha Area Superintendent, the Gorkha Business Manager and the UMN Treasurer, signing singly.

EC(1)-6/70. Addition to Plans for 1970. It was RESOLVED to approve the addition of a Hostess to the personnel posts and needs of the Butwal Technical Institute, as requested by the Managing Board of that project.

PERSONNEL MATTERS

EC(1)-7/70. Drs. Bob and Bethel Fleming, of the United Methodist Church, USA, were in the pioneering group which entered Nepal in 1953 as the first workers of the United Mission to Nepal. Their leadership has been of the greatest importance in the development of the mission's work, and their self-sacrificial work has been of a high order.

Dr. Bob Fleming has been Kathmandu Area Superintendent, has maintained close relationships with the several projects and institutions in the Valley, and has been of great value in public relations.

Dr. Bethel Fleming was the first Medical Director of Shanta Bhawan Hospital, and laboured constantly to extend its services and increase its influence for good. In more recent years she took over the leadership of what was her original plan, the Kathmandu Valley District Clinics.

We thank God for their loving service and record our deep appreciation of their contribution to the work of the UMN. Our good wishes go with them on their retirement from the UMN, which became effective on March 1, 1970.

EC(1)-8/70. Dr. and Mrs. Carl Friedericks, of the United Presbyterian Church, USA, entered Nepal in 1954 in the first group of workers, and pioneered the medical work in the Tansen area, building up a successful hospital with a fine reputation. In later years Dr. Friedericks was the Medical Director of Shanta Bhawan Hospital.

In September 1967 they returned to the USA on sick leave. Recently they have intimated that, in view of their desire to remain with their family for some years, they wish to resign from the UMN, though they earnestly desire to return to Nepal in the future.

The Committee accepted their resignation with regret, and records its great appreciation of the fine work they have done within the fellowship, expressing the hope that their relationship may be renewed later.

EC(1)-9/70. Miss Elizabeth Franklin, of the Regions Beyond Missionary Union, after 14 years of service in the UMN expects to retire in the summer of 1970. Mahendra Bhawan Girls' High School stands as a monument to her vision and energy. It is well recognised as the finest school of its type in the country, and it is undoubtedly moulding the character of the young women who are the students.

The Committee wishes to record its deep appreciation of Miss Franklin's leadership and service, and to assure her of our continued fellowship on her retirement.

EC(1)-10/70. Mr. Ben Zook, Mennonite Central Committee PAX Service, has terminated a three year term at BTI. It was RESOLVED to express gratitude for his service in the UMN.

EC(1)-11/70. Mr. and Mrs. Peter Schmiediche, agriculturalist in the Gorkha Project, Committee for Service Overseas, are terminating service at the end of a second term in Nepal. It was RESOLVED to express gratitude for their service with the UMN.

EC(1)-12/70. Dr. Erika Bernhardt, pediatrician, Committee for Service Overseas, is completing a two year term at Shanta Bhawan Hospital and terminating service. It was RESOLVED to express gratitude for her service with the UMN.

EC(1)-13/70. Mr. Hans Faulenbach, Committee for Service Overseas, is terminating a three year term as machine shop supervisor at BTI. It was RESOLVED to express gratitude for his service with the UMN.

EC(1)-14/70. Mr. and Mrs. Albert Raknes, World Mission Prayer League, Norway Branch, are terminating a second term as auto shop supervisor at BTI. It was RESOLVED to express gratitude for their service with the UMN.

EC(1)-15/70. Miss Elke May, nurse, Committee for Service Overseas, is terminating a second term in Nepal with the Kathmandu Valley District Clinics. It was RESOLVED to express gratitude for her service with the UMN.

EC(1)-16/70. Mr. and Mrs. Maurice Francis, agriculturalist, United Church of Canada, returned home in September 1969 for health reasons. In view of the government's action concerning UMN agricultural work, it is regretted that Mr. and Mrs. Francis will be unable to return to Nepal, and it was RESOLVED to express gratitude for their service with the UMN.

EC(1)-17/70. Dr. Adolf Leue, veterinary doctor, Committee for Service Overseas, is completing a second term in the agriculture department of the Gorkha Project. It was RESOLVED to express gratitude for his service with the UMN, and to welcome his return if opportunity allows.

EC(1)-18/70. Dr. Helen Huston, United Church of Canada, Medical Director of Gorkha Hospital, is due for furlough in late 1970. It was RESOLVED to express gratitude for her service and to welcome her return to Nepal after furlough.

EC(1)-19/70. Dr. and Mrs. Denis Roche, Bible & Medical Missionary Fellowship, Medical Director of Bhatgaon Hospital, are due for furlough in summer 1970. It was RESOLVED to express gratitude for their service and to welcome their return to Nepal after furlough.

EC(1)-20/70. Mr. and Mrs. Gerold Muller, Committee for Service Overseas, builder-surveyor at BTI, are in their second term of service. It is noted with hearty approval that the C.S.O. has been requested to return them to Nepal for a third term after their furlough, and this Committee strongly recommends this action. Upon the request of the BTI Board and the offer of the Mullers, it was RESOLVED to request the Committee for Service

Overseas to send Mr. and Mrs. Muller for a third term, and to welcome their return after furlough.

EC(1)-21/70. Returns from furlough in 1970. It was noted that the following are expected to return from furlough during 1970:

Mr. and Mrs. Brian Richards	Miss Frances Swenson
Dr. and Mrs. William Gould	Miss Joy McConnell
Miss Margaret McCombe	Miss Shirley Snell
Miss Beth Brunemeier	Miss Enid Russell
Miss Kirsti Kormu	Dr. Eleanor Knox
Mr. and Mrs. Howard Barclay	Miss Helen Berg
Miss Margaret Robinson	Miss Rachel Wolff
Miss Valerie Collett	

EC(1)-22/70. Recent returns from furlough. It was noted that the following had returned to Nepal since the last Executive Committee meeting in November 1969:

Mr. and Mrs. Asbjorn Holm	Miss Lilly Ammann
Mr. and Mrs. Helmut Milcke	Miss Stina Ullberg
Miss Dorothea Friederici	Miss Margaret Brass
Miss Ingeborg Skjervheim	

EC(1)-23/70. New workers recently arrived. It was reported that the following new members of the UMN had arrived since the time of the last meeting:

Miss Tomoe Tawara	Dr. and Mrs. Jackson Moody
Miss Maureen Bean	Dr. and Mrs. Wolfgang Zeiher
Mr. and Mrs. Juhani Kivela	

EC(1)-24/70. New workers expected. It was noted that the following new workers, already accepted, are expected to arrive in Nepal:

Mr. and Mrs. Ian Colterjohn, Business Manager to BTI,
arriving summer 1970.
Mr. and Mrs. Bjorn Brekke, Deacon-nurse, arriving July 1970.
Mr. and Mrs. Urho Rasanen, Pastor-gardener-builder and nurse,
expected January 1971.

EC(1)-25/70. Dr. and Mrs. Hans Gruber. Note was taken of the fact that there has been some correspondence concerning the possibility of Dr. and Mrs. Gruber, pathologist, applying to the UMN. It was RESOLVED to instruct that Dr. Gruber should be asked to come to Kathmandu to see the situation firsthand, after which visit further consideration will be given to this offer.

EC(1)-26/70. Dr. and Mrs. Walter Bond. It was noted that Dr. and Mrs. Bond, pathologist, United Presbyterian Church, USA, are also interested in working in Nepal. No action was taken at this time.

EC(1)-27/70. Dr. Marilyn Hunter, pediatrician, Wesleyan Methodist Church of USA. It was RESOLVED to authorise the Executive Secretary to continue to correspond concerning an offer of Dr. Hunter's services, and to circulate a Correspondence Vote at his discretion.

EC(1)-28/70. Mr. and Mrs. Walter Vaughn, It was noted that arrangements were being made to call Mr. and Mrs. Vaughn as direct appointees to Headquarters to advise in accounting procedures, etc. in the UMN for short period, through the Volunteer Services of the United Presbyterian Church, USA.

EC(1)-29/70. Mr. and Mrs. Rickards, Builder-engineer, Bible & Medical Missionary Fellowship. It was noted that correspondence is being carried on concerning a possible offer of service.

EC(1)-30/70. Miss Sheila Anderson, teacher, Bible & Medical Missionary Fellowship. It was RESOLVED to authorise the Executive

Secretary to continue correspondence concerning an offer of Miss Anderson's service, and to circulate a Correspondence Vote at his discretion.

EC(1)-31/70. Mr. and Mrs. Seppo Kostamo, Builder-pastor, and nurse, Free Church of Finland. It was RESOLVED to authorise the Executive Secretary to continue to correspond concerning the offer of Mr. and Mrs. Kostamo's services, and to circulate a Correspondence Vote at his discretion.

EC(1)-32/70. Miss Jennifer Degg, teacher, offered by the Church Missionary Society, U.K. It was RESOLVED to accept Miss Degg for service in the UMN, with thanks to God and to her sending Mission.

EC(1)-33/70. Miss Barbara McLean, teacher, offered by the Baptist Missionary Society, UK. It was RESOLVED to accept Miss McLean for service in the UMN, with thanks to God and to her sending mission.

EC(1)-34/70. Mr. Martyn Thomas, engineer, offered by the Church of Scotland. It was RESOLVED to accept Mr. Thomas for service in the UMN, with thanks to God and to his sending mission.

EC(1)-35/70. Mr. and Mrs. E.D. McCauley, Engineer, offered by the United Methodist Church, USA. It was RESOLVED to accept Mr. and Mrs. McCauley for service in the UMN, with thanks to God and to their sending mission.

EC(1)-36/70. Dr. and Mrs. Jonathan Yoder, general practitioner, offered by the Mennonite Board of Missions & Charities, USA. It was RESOLVED to accept Dr. and Mrs. Yoder for service with the UMN, with thanks to God and to their sending mission.

EC(1)-37/70. Dr. and Mrs. Thomas Hale, surgeon and internist, Bible & Medical Missionary Fellowship, USA. It was RESOLVED to accept Dr. and Mrs. Hale for service in the UMN, with thanks to God and their sending mission.

EC(1)-38/70. Miss Audrey Maw, nurse, offered by the Bible & Medical Missionary Fellowship, Canada. It was RESOLVED to accept Miss Maw for service in the UMN, with thanks to God and to her sending mission.

EC(1)-39/70. Mr. and Mrs. Tor Mogedal, Engineer and physician, offered by the World Mission Prayer League, Norway Branch. It was RESOLVED to accept Mr. and Mrs. Mogedal for service in the UMN, with thanks to God and to their sending Mission.

EC(1)-40/70. Rev. and Mrs. Frank Wilcox, Pastor-administrator, offered by the World Mission Prayer League, USA. It was RESOLVED to accept Rev. and Mrs. Wilcox for service in the UMN, with thanks to God and to their sending mission.

EC(1)-41/70. Dr. and Mrs. Richard Harding, Physician-internist, offered by the United Presbyterian Church, USA. It was RESOLVED to accept Dr. and Mrs. Harding for service in the UMN, with thanks to God and to their sending mission.

EC(1)-42/70. Agriculture Secretary. It was RESOLVED to appoint Dr. Adolf Leue to the position of Agriculture Secretary for the remainder of the time that the UMN is allowed to continue in agriculture work.

EC(1)-43/70. Health Services Secretary. It was noted that to date no names have been put forward for nomination to this post.

EC(1)-44/70. Headmistress, Girls' High School, Kathmandu. It was noted that Miss Elizabeth Franklin, present Headmistress, is expecting to

retire from the UMN in the summer of 1970, and that to date no nomination has been made for her successor. A suitable person is being sought, for this important post, and suggestions concerning this are appreciated.

EC(1)-45/70. Medical Director, Kathmandu Valley District Clinics. It was RESOLVED to appoint Dr. Jackson Moody as Medical Director of Kathmandu Valley District Clinics for a three year term as from this meeting.

EC(1)-46/70. Medical Director, Bhatgaon Hospital. It was RESOLVED to appoint Dr. Paul Yoder as Acting Medical Director of the Bhatgaon Hospital during the time of Dr. Roche's furlough, as from summer 1970.

EC(1)-47/70. Medical Director, United Mission Medical Center. It was noted that at the last meeting of the Executive Committee, Dr. Trevor Strong was called to join the work of UMN with a view to appointment to this position, and that since then he has regrettably declined this invitation. No definite nomination can be made for the post at this time.

EC(1)-48/70. Assistant Medical Director, United Mission Medical Center. It was RESOLVED to appoint Dr. Gordon Mack as Assistant Medical Director of U.M. Medical Center for a three year term as from this meeting.

EC(1)-49/70. Administrative Officer, United Mission Medical Center. It was RESOLVED to re-appoint Mr. Sanfrid Ruohoniemi as Administrative Officer of U.M. Medical Center for a further three year term as from this meeting.

EC(1)-50/70. Superintendent of Nursing Services, United Mission Medical Center. It was noted that Miss Mabel McLean had been appointed as Superintendent of Nursing Services of U.M. Medical Center up to September 1970. It was RESOLVED that the time of this appointment be extended to the time of the Executive Committee Meeting in November 1970, when the matter will be reviewed.

EC(1)-51/70. Superintendent of Nursing Education, United Mission Medical Center. It was RESOLVED that Miss Hisa Asacka be re-appointed as Superintendent of Nursing Education for a further term of three years as from this meeting.

EC(1)-52/70. Director, Butwal Technical Institute. On receiving the written resignation of Mr. Odd Hoftun as Director of the Butwal Technical Institute, and the recommendations of the Extraordinary Meeting of the BTI Managing Board of March 30, 1970, and after discussion of the subject, it was RESOLVED:

- To accept the resignation of Mr. Odd Hoftun as Director of BTI and release him for full-time work in the Butwal Power Company;
- To appoint Mr. Francis Sauer as Director of BTI for the usual three year term, effective as of 10 April, 1970;
- To accept Mr. Hoftun's offer to be at the disposal of Mr. Sauer to do such work as he may be asked to do in the process of transfer, up to the time of the summer BTI Board Meeting;
- To express deep appreciation for Mr. Hoftun's contribution to the BTI, his vision and hard work over the seven years since its inception, and the building up of the Institute to its present high standard of development.

EC(1)-53/70. Deputy Director, Butwal Technical Institute. On receiving the recommendation of the Extraordinary Meeting of the BTI Managing Board of March 30, 1970, it was RESOLVED to appoint Mr. Helmut Milcke as Deputy Director of BTI for a three year term as from this meeting.

EC(1)-54/70. Headmaster, Luitel High School. It was RESOLVED to appoint Mr. Varughese Thomas as Headmaster of Luitel High School for a three year term as from this meeting.

OTHER MATTERS.

EC(1)-55/70. UMN Agriculture Work. The Executive Committee took note of the official notification that His Majesty's Government intends to take over full control of the UMN agriculture project at Amp Pipal by the end of the year, and has also ordered that UMN involvement in agricultural work, either directly or by secondment, shall terminate by that time.

It was RESOLVED to recommend to the Board of Directors of the UMN that this announcement be recorded, that His Majesty's Government be given assurance that the fullest possible cooperation will be given to HMG Agriculture Department authorities, and that the Amp Pipal agriculture project will be well maintained until its transfer as a going concern.

EC(1)-56/70. Policy Guidelines. In accordance with instructions in EC(3)-20/69, a draft of an enlarged policy statement and guidelines was received. It was RESOLVED to present this to the Board for further discussion.

EC(1)-57/70. Functional Secretaries. After discussion on the place and work of Functional Secretaries in the present administrative structure, it was RESOLVED to recommend to the Board:

- a) That the Board approve the action taken by the Executive Committee in EC(3)-5/69, with the alteration that Dr. Adolf Leue be appointed Agriculture Secretary instead of Mr. Maurice Francis.
- b) That the Board clarify the responsibility of making appointments to these positions of Functional Secretaries. It is advised that the Executive Committee make recommendations to the Board, and that the Board make the actual appointments.

EC(1)-58/70. Survey in Far West. Following on the instructions given in EC(3)-15/69, the Executive Secretary reported that Dr. Iwamura has discussed the possibility of a survey trip in the Far West with Dr. Das, now Director of Medical Services, and with Dr. Singh, Director General of HMG Health Services, and has an understanding with these officials that he will make such a trip. The time of this tour to various government medical centres in the West is not finally settled, but should take place in 1970.

EC(1)-59/70. Workers in Cooperation Programs. Referring to Minute EC(3)-21/69, the Executive Secretary reported that a start has been made in secondments in Education. At present one teacher is seconded to Padma Kanya College, Kathmandu, and in Gorkha three teachers have been seconded to the government-owned school at Jaubari. Further requests for teachers have come from East Palpa and East No.2.

The guidelines for such workers have not yet been worked out, but will be prepared and submitted first to the Administrative Committee, and then to the next Executive Committee Meeting.

EC(1)-60/70. Scholarship Committee. Discussion took place on the work of the Service Scholarship Committee, and it was RESOLVED to request the Board:

- a) To approve the action of the Executive Committee in EC(3)-22/69 in widening the terms of reference of the S.S.C.;
- b) To deal with matters concerning the structure and policies of the S.S.C.;
- c) To make a clarification as to whether the Board or the Executive Committee should appoint the members of the Scholarship Committee.

EC(1)-61/70. Medical Workers Conference. Minutes of various meetings concerning the calling of a Medical Workers Conference were reviewed: AC-23/69, EC(3)-25/69, and WC-17/70. Discussion followed as to the purpose, work and necessary representation of such a Conference. It was RESOLVED to instruct:

- a) That a Medical Conference be arranged by a Medical Conference Organizing Committee, consisting of: Dr. G. Mack (Convenor), Mr. S. Ruohoniemi, Dr. N. Iwamura, and Miss M. McLean, following instructions given in the above mentioned three Minutes;
- b) That consideration be given to inviting several consultants:
 - A medical doctor - possibly Dr. R. Windsor;
 - A public health doctor - no names suggested;
 - A business authority - possibly Mr. W. Vaughn.
- c) That the Organizing Committee take the lead in inviting various officials of the HMG Health Services Department to attend and advise in discussions and long-range planning.
- d) That the Conference be held before the next Administrative Committee meeting when definite plans and budgets will have to be submitted for the work of 1971.

EC(1)-62/70. UMN Film. The Executive Secretary reported that there has been considerable delay in the preparation of the UMN film, "Nepal: On the Potter's Wheel", but that it is nearing completion and should be ready very soon.

EC(1)-63/70. Nepal-Foreign Country Agreement. Difficulties in further working on this matter were explained, and it was RESOLVED to table this assignment.

EC(1)-64/70. Housing needs. No report is ready on the matter of housing needs, and the instructions of EC(3)-56/69 are carried forward.

EC(1)-65/70. Patient Transfers. On receiving the recommendation of the Workers Conference in Minute WC-15/70 b, it was RESOLVED to instruct the Medical Superintendents of the various hospitals to make arrangements for the financing of patient transfers.

EC(1)-66/70. Building Equipment. On the recommendation of the Workers Conference, (WC-18/70 c), it was RESOLVED to instruct the Building Department to keep a record of heavy equipment available in various projects which could be loaned to other projects for short periods, and information and advice about the performance and purchase of same.

EC(1)-67/70. Medical Insurance Plan. On receiving a request from the UMMO Managing Board for clarification of the rules concerning payments, and after discussion of this subject, it was RESOLVED to alter the ruling of the Plan as follows:

The insurance payments are to be -

1% of an employee's total salary and allowances to cover the employee only.

2% of an employee's total salary and allowances to cover the employee and his/her spouse.

3% of an employee's total salary and allowances to cover the employee, his/her spouse, and children.

In cases where the husband and wife are both employed by the UMN, the payments made shall be the appropriate percentage of the higher salary of the two.

EC(1)-68/70. Dates of next meetings. It was agreed that the dates of the next meetings should be held in Kathmandu on:

Finance Committee: Monday, 16th November 1970.

Executive Committee: Tuesday, 17th and Wednesday 18th November 1970.

The Meeting was closed with prayer, led by Canon S. Burgoyne.

Minutes of the

BOARD OF DIRECTORS' MEETING

Held in Kathmandu, Nepal; April 2-3, 1970.

The annual meeting of the Board was held in the Library of Shanta Bhawan Hospital, Kathmandu, for 1½ days. Sessions began at 1.00 p.m. on Thursday, 2nd April and continued till 6.00 p.m., and on Friday 3rd were held from 9.00 - 12.00 noon and from 1.30 - 5.00 p.m., with breaks for morning coffee and afternoon tea. The Chairman of the meetings was Dr. T.N. Strong, President of the Board.

Devotions. On the first day, Dr. Strong read from Ephesians 1, pointing out the Supremacy of Christ and the supremacy of His power; and Rev. M. Rai led in prayer. On the second day devotions were led by Miss H. Johnson, based on Isa. 40:27-31 and II Cor. 4:7-16, dwelling on the need of an attitude of praise and thanksgiving to God through all circumstances, joyful or difficult, and the importance of obedience as part of our act of thanksgiving.

BM-1/70. Schedule of Membership and Roll Call.

The current schedule of membership is as follows, and all members present introduced themselves:

A. Member bodies and their representatives:

1. American Friends Mission - Dr. W.E. DeVol.
2. Baptist Missionary Society - Miss J. Knapman (absent).
3. Bible & Medical Missionary Fellowship - Dr. R. Windsor, Rev. E. Lowe (absent).
4. Central Asian Mission - none.
5. Church Missionary Society of Australia - Miss C. Old.
6. Church Missionary Society of U.K. - Miss C. Old.
7. Committee for Service Overseas of the Protestant Churches of Germany - Dr. C. Kupfernagel, Mr. H. Fager (absent).
8. Eastern Himalayan Church Council & Church of Scotland - Mr. H. Lama.
9. Free Church of Finland - Miss R. Siikanen.
10. General Assembly, UCNI - Rev. R.S. Bhandare (absent).
11. Gossner Mission - Mr. H. Hertel, Dr. P. Singh (observer).
12. International Christian University Church, Tokyo - none.
13. Japan Overseas Christian Medical Cooperative Service - Dr. H. Inamura.
14. Malwa Church Council, UCNI, and United Church of Canada - Miss H. Johnson, Rev. D. Patlia (absent).
15. Mennonite Board of Missions & Charities - Dr. W. Friesen, Dr. M.A. Kniss.
16. Norwegian Free Evangelical Mission - none.
17. Regions Beyond Missionary Union - Dr. T.N. Strong, Dr. K. Sanders.
18. Service Association of the Christian Church (Disciples) - Rev. F. Jonathan.
19. Swedish Baptist Mission - Miss Y. Johannsen.
20. Swiss Friends for Missions in India and Nepal - none.
21. United Methodist Church, USA - Dr. C.L. Joshi, Miss E.I. Shipstone.
22. United Presbyterian Church, USA - Rev. G. Ruff (absent), Rev. R.S. Bhandare (absent).
23. Wesleyan Methodist Church, USA - Miss R. Bibbee (absent).
24. Woman's Union Missionary Society - Miss L. Chipley (absent).
25. World Gospel Mission - none.
26. World Mission Prayer League, Norwegian Branch - Mr. A. Voreland.
27. World Mission Prayer League, USA - Rev. R. Hagen, Rev. M. Rai.

B. Co-opted Members:

i) Associate Member bodies and their representatives:

1. Episcopal Church in USA - none.
2. Leprosy Mission - Dr. J. Harris (alternate).
3. Mennonite Central Committee - Mr. V. Reimer.

ii) UMN appointed representatives:

1. Butwal Technical Institute - Mr. J. Lindell.
2. United Mission Medical Center - Mr. R. Rongong.
3. Acting Gorkha Area Superintendent - Mr. A. Voreland.

C. Ex-officio members:

1. Executive Secretary - Mr. J. Lindell
2. Treasurer - Mr. I. Stuart.
3. Acting Kathmandu Area Superintendent - Canon S.R. Burgoynes.
4. Tansen Area Superintendent - Dr. P. Dodson.
5. Workers' Conference Representative - Mr. S. Ruchoniemi.

D. Visitors:

Mr. P.N. Kurien, All India Prayer Fellowship.

BM-2/70. Agenda. It was RESOLVED to accept the agenda as prepared by the Executive Secretary.

BM-3/70. Confirmation of Minutes: The Board received the Minutes of the Executive Committee meetings as reports of its work, and RESOLVED to approve the following Board and Executive Committee Minutes:

- a) The last meeting of the Board of Managers, held in New Delhi, March 19-20, 1969.
- b) Meeting of the Executive Committee, held in New Delhi, March 18, 1969.
- c) Special Meeting of the Executive Committee, held in Lucknow, July 9, 1969.
- d) Meeting of the Executive Committee, held in Kathmandu, November 14-15, 1969.

BM-4/70. Division of Duties. It was noted that some items of business appear on the agendas of both the Executive Committee Meeting and the Board Meeting at this time, pending clarification as to which body should rightly deal with them. Further reference is made to this in Minute BM-20/70.

BM-5/70. Annual Reports. Duplicated annual reports of the work of the various projects of the Mission in 1969 had been circulated to Board members in advance. In the meeting these were received as from the Executive Committee and reviewed, with discussion and with the verbal comments of project or area representatives. In connection with the report on Headquarters, it was suggested that a Nepali Public Relations Officer might be of value in keeping the people of the country informed of the work of the United Mission.

It was RESOLVED to accept these reports with thanks, which appear as appendices to these Minutes:

- a) UMN Headquarters Report for 1969: Appendix B.
- b) Tansen Area Report for 1969: Appendix C.
- c) Butwal Technical Institute Report for 1969: Appendix D.
- d) Pokhra Boys' School Report for 1969: Appendix E.
- e) Gorkha Project Report for 1969: Appendix F.
- f) United Mission Medical Center, Shanta Bhawan Hospital Report for 1969: Appendix G.
- g) Kathmandu Valley District Clinics Report for 1969: Appendix H.
- h) Bhatgaon Hospital Report for 1969: Appendix I.
- i) Girls' High School, Kathmandu Report for 1969: Appendix J.
- j) Okhaldhunga Project Report for 1969: Appendix L.
- k) Anandaban Leprosy Hospital Report for 1969 (courtesy): Appendix L.
- l) UMN Treasurer's Report for 1969: Appendix M.

BM-6/70. Annual Financial Statements. The annual statements from the above projects had been scrutinized by the Finance Committee and Executive Committee. It was RESOLVED to accept these as circulated together with the resolutions and comments of the Executive Committee. They appear with the Annual Reports in appendices to

these Minutes. Rev. F. Jonathan led the Board in thanksgiving to God for His supply of the financial needs of the Mission.

BM-7/70. Report from Workers' Conference. The representative from the Workers' Conference, Mr. San Ruohoniemi, reported briefly on the encouraging Conference which had been held in February-March 1970. It was RESOLVED to accept with thanks the Minutes of this Conference, which had been circulated to members, and which appear was Appendix N herewith, and to deal with various recommendations from the Conference to the Board at appropriate times when the matters of business were raised throughout the Meeting.

BM-8/70. General Agreement with H.M.G. It was noted that the third General Agreement between His Majesty's Government of Nepal and the United Mission to Nepal had been finalised and signed, and came into force on 18th January, 1970.

It was RESOLVED to ratify the action of the Executive Committee in accepting this Agreement (EC(3)-2/69). The terms of the Agreement appear as Appendix O to these Minutes.

BM-9/70. Policy Guidelines. In accordance with Executive Committee instructions in EC(3)-20/69, an enlarged form of the Policy Guidelines had been prepared, and were carefully studied, together with the recommendations of the Workers Conference on same (WC-14/70). It was RESOLVED to make the following alterations to the draft:

No.1: Alter the title to read "The United Mission and the Church in Nepal".

Omit the first sentence, and begin the first paragraph with the words "The church in Nepal is independent..."

In second sentence insert the name "United Mission" instead of "Mission" for clarification.

Finish the last sentence with the words "...to exist", and omit the remainder of the sentence.

No.2: In the first sentence quote the full purpose from the Constitution - "to minister to the needs of the people of Nepal in the Name and Spirit of Christ".

At the end of the second sentence, alter the words "national origin" to "nationality".

In the third sentence, insert the word "receiving" before "the services of the Mission".

Alter the last sentence to read "Staff are appointed with a concern to fulfilling the purposes of the Mission in its several projects".

No.3: Delete the first paragraph.

In (a), replace the word "mission" to read "Christian Missions".

Reverse the order of (c) and (d).

In the new (c) alter to read, "The independence of church from the United Mission".

No.4: No changes.

No.5: Omit the last sentence in each of A, B and C.

No.6: Alter the third sentence to read: "This means that each project must seek to decrease its dependence on foreign personnel and foreign subsidy from the United Mission, and to adapt itself..."

No.7: No change.

No.8: The first sentence of the second paragraph should be added to the end of the first paragraph in altered form - "There are areas of need in society which are not being met in any way, and which Christian compassion may be able to serve through the channels open to us". Omit the remainder of the second paragraph.

No.9: Alter the heading to "The Mission desires to continue".

In the second last sentence, add the words "as permitted to do so".

It was RESOLVED to accept the Policy Guidelines as amended, and to seek to work according to them. They appear as Appendix P to these Minutes.

BM-10/70. Agriculture work in UMN. Note was taken of the recommendation of the Executive Committee (EC(1)-55/70), and it was agreed to accept the following statement as a RESOLUTION from this Board:

"The Board of Directors took note of the official notification that His Majesty's Government intends to take over full control of the UMN agriculture project at Amp Pipal by the end of the year, and has also ordered that UMN involvement in agricultural work, either directly or by secondment, shall terminate by that time.

The Board wishes to give His Majesty's Government assurance that the fullest possible cooperation will be given to the HMG Agriculture Department authorities, and that the Amp Pipal agriculture project will be well maintained until its transfer as a going concern."

BM-11/70. Functional Secretaries. There was considerable discussion on the place, work and authority of Functional Secretaries in the administrative structure of the Mission. The following RESOLUTIONS were passed:

- a) The Board ratifies the action of the Executive Committee in EC(3)-5/69 in toto, with two alterations -
 - i) That Dr. Adolf Leue be appointed Agriculture Secretary.
 - ii) That in section 3, a) shall remain as is; a new b) shall read, "At an Area or project level his function will be advisory and consultative"; and the old b) now becomes c).
- b) The Board views with concern the fact that the Executive Committee has not yet brought forward a nomination for the post of Health Services Secretary, and authorises the Executive Committee to make an interim appointment.
- c) The Board instructs the Administrative Committee in the autumn to go carefully into the matter of a nomination for Health Services Secretary, possibly working with an Associate Public Health Secretary and an Associate Nursing Services Secretary, and to give opinion on this.

BM-12/70. Service Scholarship Committee. Following on recommendations from the Executive Committee, (EC(3)-22/69), and on discussion concerning the work and scope of the Scholarship Committee, the following RESOLUTIONS were passed:

- a) The Board ratifies the action of the Executive Committee, under EC(3)-22/69, in expanding the terms of reference of the Scholarship Committee.
- b) The Board accepts and approved the rules and guidelines submitted by the Scholarship Committee, with the following alterations:
 - i) Under A,2 in both sections, and B,3 in the second section, the second sentence shall be changed to, "He should also send in papers showing that he has passed in the second division, or if the applicant has had no formal schooling some evidence of satisfactory ability, and a health certificate given by a UMN doctor".
 - ii) In A,5 of the second section, the words "as many years" shall be replaced by "as long a time".
- c) That the Executive Committee be authorised to elect the members of the Service Scholarship Committee annually at its Spring meeting, and that the Executive Secretary and the Functional Secretaries should always be ex-officio members.
- d) That the functions of this Committee be included in the Bye Laws of the United Mission (note also BM-20/70).
- e) That on this occasion the following Committee be elected to serve for the year 1970-71:

Miss D. Friederici (Chairman)
Dr. G. Mack
Mr. R. Rongong.
Miss M. McLean
Mrs. M. Karthak
Mr. P. B. Rai
Canon S. Burgoyne.

Ex-officio: Executive Secretary, Mr. J. Lindell
Education Secretary, Mr. H. Barclay
Health Services Secretary, as appointed.

The relevant sections of the purpose and function of the Service Scholarship Program as given in Appendix P of Board Minutes, April 1966, together with the Guidelines as currently amended and accepted, appear as Appendix Q to these Minutes.

BM-13/70. Appointment of Members to Shanta Bhawan Hospital/Board. It was RESOLVED to appoint the following persons to serve on the Managing Board of the Shanta Bhawan Hospital as from this meeting:

Community Representatives: Dr. J.S. Malla - 1 year
Col. L. J. Thapa - 1 year
Mr. R. Rongong - 1 year
Dr. P. L. Rajbaandhari - 2 years
Miss Das - 2 years.

Alternates: Mr. J. Towner - 2 years
Father M. Moran - 2 years

UMN Board Representatives: Dr. C. L. Joshi - 2 years
Alternate: Mr. I. Stuart - 2 years

BM-14/70. Appointment of Members to Butwal Technical Institute Managing Board. It was RESOLVED to appoint the following persons to serve on the Managing Board of the B.T.I. for the year 1970-71:

Mr. S. Kuchoniemi
Rev. P. Wagner
Mr. W. Schumacher
UMN Executive Secretary (Mr. J. Lindell)
UMN Treasurer (Mr. I. Stuart).

Co-opted: Mr. N. K. Khattri.

BM-15/70. Appointment of Executive Secretary. Minutes of previous meetings on this subject were reviewed: EC(3)-38/70 and WC-8/70. It was also noted that Rev. and Mrs. Wilcox, who had been invited by the Executive Committee to come to the United Mission with a view to appointment to the post of Executive Secretary, had been formally accepted as new workers in the UMN in EC(1)-40/70. Discussion followed on the time of Mr. Wilcox's availability for appointment, and the following RESOLUTIONS were made:

- a) That Mr. Jonathan Lindell be appointed as Executive Secretary for a further period up to 31st January 1971.
- b) That Rev. Frank Wilcox be appointed to succeed Mr. Lindell as Executive Secretary for a three year term as from 1st February, 1971. It is expected that Mr. Wilcox will be in language study from August to November 1970, taking part in the Administrative and Executive Committee Meetings during that time, and will spend December and January visiting the projects in the hills and becoming acquainted firsthand with the work.
- c) That the Personnel Secretary and the Executive Secretary-designate form a Committee, with power to co-opt others, to discuss and explore possibilities for Mr. Lindell's future assignment in the work of the United Mission.
- d) That the Board wishes to place on record its very deep appreciation of the contribution which Mr. Lindell has made and is making to the United Mission to Nepal as its Executive Secretary. Board members commented on the careful and

thorough preparation of materials for this current meeting, which is typical of the valuable leadership he has given to the Mission for ten years. The Board voices the desire of the whole Mission in wishing God's rich blessing on Mr. Lindell's future ministry in the UMN, and in assuring him that they want him to continue in responsible work in the Mission where he can best give of his service to God.

BM-16/70. Appointment of Kathmandu Area Superintendent. The Board took note of the recommendation of the Executive Committee in EC(3)-39/69 that Canon S. Burgoyne be appointed to this post, and of the concern expressed by the Workers' Conference in WC-6/70 that this appointment might infringe on the time being spent on the very valuable work which Canon Burgoyne is doing as Personnel Secretary. After careful discussion on this, and on the appointment of the Gorkha Area Superintendent, it was RESOLVED to appoint Mr. Howard Barclay as Kathmandu Area Superintendent for one year in the present instance.

BM-17/70. Appointment of Gorkha Area Superintendent. The Board received the recommendation of the Executive Committee made in November 1969 (EC(3)-40/69) that Mr. Howard Barclay be appointed to this position, and the view of the Workers' Conference expressed in WC-7/70. In conjunction with the resolution in BM-16/70, it was RESOLVED to appoint Mr. Asbjorn Voreland as Gorkha Area Superintendent for one year in the present instance.

BM-18/70. Amendments to BTI Constitution. On the recommendation of the BTI Managing Board, it was RESOLVED to make the following alterations in the BTI Constitution and Bye Laws:

- a) Bye Law 2, first sentence shall read: "The Director is appointed by the UMN Executive Committee..."
- b) Bye Law 3, first sentence, shall read: "The Deputy Director is appointed by the UMN Executive Committee..."
- c) Bye Law 1,b,i, second sentence, shall read: "One of these and his alternate shall be UMN Board appointed workers at BTI who shall be nominated by the BTI Internal Coordinating Committee".

BM-19/70. Amendments to Shanta Bhawan Hospital Constitution. On the recommendation of the Hospital Managing Board, it was RESOLVED to make the following alterations in the Shanta Bhawan Constitution and Bye Laws:

- a) That the official name of this institution be Shanta Bhawan Hospital.
- b) The deletion in Constitution III of the phrase "in addition to the purposes of the United Mission to Nepal".
- c) The transfer of responsibility to the Hospital Board for leasing land, equipment and buildings, purchasing and constructing of buildings and equipment, and final approval of annual plans for work, personnel and budgets.
- d) To substitute in Constitution VI,A,3, "Hospital Staff Committee representative - elected from among themselves".
- e) In Constitution VI,C, to add the following to para c:
"Vacancies occurring among elected members, or a need for an alternate, shall be filled in the following manner for the period until the next meeting of the appropriate electing body:
 1. The UMN Board representative or UMN Workers' Conference representative by the UMN Executive Secretary.
 2. The Community representatives by the Hospital Board".
- f) In Bye Laws II,C,2, to replace the word "permanent" with "confirmed".
- g) In Bye Laws II,C,3, to insert the word "confirmed" before the word "appointments".
- h) In Bye Laws IV,E, to have the Superintendent of Nursing Education "responsible to the Medical Director" rather than to the "Superintendent of Nursing Services".
- i) To replace the work in Bye Law V,A,7 with "One member elected

by the Hospital Staff Committee".

- j) In Bye Laws V,D, Add a "Diagnostic and Therapeutic Services Committee" to coordinate various paramedical activities.
- k) In Bye Laws V,E, Replace the "Administrative Office Group Committee" with a "Business Affairs Committee" in order to limit the area of concern.
- l) Bye Law V,H,4 to be amended to read "Director of the UMN Building Department or his deputy".
- m) In Bye Laws V, the addition of the following standing Committee (J):

"Hospital Staff Committee":

The Hospital Staff Committee is to receive information and make recommendations to the Managing Board concerning such matters as long range plans and major changes in policies. It is to be consulted on the appointments and re-appointments of officers of the Hospital (who shall be absent themselves when their particular appointment is being considered). The Committee shall choose a chairman and secretary from its membership, which shall be comprised of senior staff such as officers, medical staff, supervisors, sisters, sister tutors and department heads.

The Shanta Bhawan Hospital Constitution as amended appears as Appendix R to these Minutes.

BM-20/70. UMN Constitution and Bye Laws.

- a) It was RESOLVED to ratify the change in the UMN Constitution made in BM-19/69, as follows:
That the words "Board of Managers" shall be changed to read "Board of Directors" in all appropriate places throughout.
- b) It was reported that the draft amendments had not yet been prepared as instructed in BM-20/69 on the subjects:
 - i) Suspension of Board Appointees.
 - ii) Dismissal of Board Appointees.
 - iii) Inconsistencies between duties of the Executive Committee and the Board in acting on personnel.
It was agreed that this instruction to the Administrative Committee and Executive Committee be carried forward with the addition of two other subjects:
 - iv) Clarification as to whether certain items of business should be dealt with by the Board or by the Executive Committee.
 - v) The inclusion of the Service Scholarship Committee as a standing Committee in the Bye Laws (ref. BM-12/70, d).

BM-21/70. Asian workers and Nepali Board Members. Following on instructions given in BM-24/69, it was reported that some Asian members have been accepted into the UMN, and the need for more has been mentioned to appropriate groups. Mr. Rajendra Rongong is present at this meeting; Pastor Robert Karthak is unable to attend due to other commitments; and it was reiterated that member bodies should be conscious of the value of asking Nepalis to act as their representatives on the Board, where this is appropriate.

BM-22/70. Report on offer from the Methodist Church. Dr. C.L. Joshi reported further on the offer made in BM-26/69 to contribute staff and funds to the work of the UMN by the Methodist Church in Southern Asia. It had not been found possible to contribute towards domiciliary TB work, but the Church would like to support Dr. Dali, now assisting at Shanta Bhawan Hospital, and consider her as their worker in Nepal. The Board expressed gratitude for this, and directed that the matter should be referred to the concerned officials in the United Mission for action.

BM-23/70. Report from Mr. P.N.Kurien. Mr. P.N.Kurien, of the All India Prayer Fellowship in Delhi, was welcomed as a visitor to the last session of the Board, and reported the live interest of the Church

in India to send missionaries to Nepal, possibly to work in places other than those where the United Mission is based. He requested help and information in finding suitable openings, and the Board expressed their gratitude to God for this desire on the part of the Indian Church to work and witness for Him in this country.

BM-24/70. Election of Committee Members. A Nominating Committee, consisting of Mr. J. Lindell (Convenor), Canon S. Burgoyne, Dr. G. Kupfernagel and Dr. T. Strong, had been asked to make nominations for the Executive and Finance Committees. This Nominating Committee made its report to the Board, and it was RESOLVED to elect the following for the year 1970-71:

a) Executive Committee:

President:	Dr. R. Windsor
Vice President:	Rev. G. Ruff
Other members:	Dr. K. Sanders
	Dr. C. Kupfernagel
	Dr. C.L. Joshi
	Dr. W.E. DeVol
	Rev. M. Rai
	Rev. D. Patlia.

b) Finance Committee: Rev. G. Ruff (Chairman)
Dr. R. Windsor.

BM-25/70. Dates of next meetings. It was RESOLVED to fix the following dates for the next meetings, and to plan that in future all such meetings will be held in Kathmandu:

Finance Committee: November 16, 1970.
Executive Committee: November 17 and 18, 1970.

Finance Committee: March 16, 1971.
Executive Committee: March 17 - midday March 18, 1971.
Board of Directors: March 18 afternoon - March 19, 1971.

Board members should be encouraged to come early if possible and take the opportunity to visit the various projects of the UMN before the meetings take place.

BM-26/70. Votes of thanks. It was RESOLVED to express a sincere vote of thanks to Mr. Lindell and the Headquarters staff for their work in preparation for the Board Meeting, and to all who had shared in arrangements for hospitality, etc. Mr. Lindell also took the opportunity to thank the members of the Board for coming and taking their share in this administrative meeting, and for their interest in and concern for the work of the United Mission.

The Meeting was closed with prayer led by Mr. Rajendra Rongong, and the Benediction pronounced by Canon S. Burgoyne.

APPENDIX A

Minutes of the Finance Committee Meeting

Held at Shanta Bhawan Hospital, March 31, 1970.

Roll Call. All members were present except as indicated:
Rev. E. Lowe, Chairman (absent).
Dr. T. Strong
Mr. J. Lindell
Mr. S. Ruohoniemi
Mr. I. Stuart, Secretary.

Devotions. Mr. S. Ruohoniemi led in the opening devotions.

FC(1)-1/70. Appointment of Chairman. In the absence of Rev. E. Lowe, Mr. J. Lindell was appointed Chairman of this meeting.

FC(1)-2/70. Confirmation of Minutes. Minutes of the Finance Committee Meeting held in Kathmandu on 15 November 1969 were confirmed.

FC(1)-3/70. Report on Project Financial Statements. The annual financial statement for 1969 of all the projects of the Mission were reviewed, and the following recommendations made:

- a) Tansen.
 - i) An explanation is requested of the item on the balance sheet of Rs.20,044.99 "UMN Capital grant", and of the great increase in the value of medicine stock over the amount allowed for this purpose.
 - ii) The surplus shown in the hospital operating statement is to be retained by the hospital for use as they see fit.
 - iii) It is recommended that Tansen Hospital commence depreciation accounts for their capital building and equipment, and if possible report progress made to the next meeting of the Administrative Committee.
 - iv) It is recommended that in the balance sheet the general funds be separated from the capital and designated funds.
- b) Butwal Technical Institute. It is recommended that the surplus on the BTI station budget be returned to the Treasurer. (See also FC(1)-7/70).
- c) Pokhra Boys School. No financial report received, but later submitted to Executive Committee.
- d) U.M. Medical Center. It was noted that financial responsibility will rest more and more with the Hospital Board, and less with the Finance Committee.
- e) Kathmandu Valley District Clinics. Note was taken that a large amount for "Gifts" is still shown as receipts in the recurring budget, and it is recommended that the Director aim to increase the fees to recover the cost of drugs; and later to further increase the fees to cover a large proportion of the other expenses. It is realised that in view of the past policy of the District Clinics it may be difficult to increase fees, but it is urged that every effort be made to implement this action.
- f) Bhatgaon Hospital. Note was taken that the hospital finished the year with a small deficit.
- g) Girls' High School, Kathmandu. It was noted that the request to increase the school fees had been implemented by the School Board.
- h) Okhaldhunga Project. It was decided to delay acceptance of this report until further clarification has been made.
- i) Public Health Program. No financial report was received.
- j) UMN Treasurer. It was decided to recommend that owing to

the good balance in hand in the General Fund,

- The Reserve Fund be increased to Rs.150,000.
- Rs.40,000 be held in the General Fund.
- The remainder of the year-end balance, after putting the above into effect, should be transferred to the Undesignated Capital account.

The Finance Committee recognises a great need to implement the approved posts of business personnel in Bhatgaon Hospital and District Clinics, and for the training of local book-keepers in Bhatgaon Hospital, District Clinics, Pokhara Boys' School and Okhaldhunga.

FC(1)-4/70. Reports on Audits for 1969. The Treasurer reported on the following audits of project accounts:

UMN Treasurer)
Kathmandu District Clinics) have been completed.

Bhatgaon Hospital)
Girls' High School, Kathmandu) are being done at the
Butwal Technical Institute) present time.

Gorkha Project)
Pokhara Boys' School) are to be undertaken shortly.
Tansen Area)
U.M. Medical Center)

FC(1)-5/70. Salary Scale amendments and additions. It was recommended to that the following additions and alterations to the UMN salary scales be approved:

Language Instructor (College graduate): 500-15x5-EB-15x5-650.

Nursing:

- Add: Nursing Technician A - 240.-7.20x5-EB-7.20x5-312.00
- Add: Nursing Technician B - 220.-6.60x5-EB-6.60x5-286.00
- Add: Nursing Technician C - 195-5.85x5-EB-5.85x5-253.50.
- Amend requirement of "Dresser A" post to read:
"Government exam. or equivalent experience".

Administrative:

- Delete: Records Supervisor - 195.5.85x5-EB-5.85x5-253.50
- Add: Asst. Records Technician - 170-5.10x5-EB-5.10x5-221.00.
- Add: Records Technician - 195-5.85 x5-EB-5.85x5-253.50.
- Add: Senior Records Techn. - 260-7.80x5-EB-7.80x5-338.00.
- Add: Records Supervisor - 330.9.90x5-EB-9.90x5-429.00.

FC(1)-6/70. Supplementary Budget Requests. It was agreed to recommend that the following requests for supplementary budget items be granted:

a) Headquarters.

Capital: To complete half-built house Rs.121,000.

b) Tansen.

Capital: Water supply from Dhabaghat	40,000.
Remainder of hospital extension	50,000.

c) Pokhara Boys' School.

Capital: Furniture for school	2,600.
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d) Gorkha Project.

General: District Schools, Teachers' salary	1,900.
Capital: Water supply to houses	2,625.
Agriculture training	1,050.

e) U.M. Medical Center.

Capital: Motor cycle helmet	4,000.
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f) Girls' High School, Kathmandu.

General:	Salary increase	Rs. 1,030.
g) Capital:	Furniture	4,500.
	Dispensary equipment	1,290.

g) Okhaldhunga Project.

General:	Dispensary for public health work	1,300.
	Capital (revised): Chicken house	1,050.
	Dwelling house renovation	3,000.
	Extension supplies	2,100.

FC(1)-7/70. Undesignated Capital Funds. It was agreed to recommend that the following grants be made from Undesignated Capital funds:

a) Headquarters - Building	87,000.
b) Pokhara - Furniture	2,600.
c) Girls High School - Furniture	1,290.
Office equipment	4,500.
d) Butwal Tech. Inst.- Guest House furnishings	10,000.

FC(1)-8/70. Proposed Budgets for 1970 for Padma Sadan. The following budgets were submitted and approved for recommendation:

a) General.

Receipts:	UMN Treasurer	19,050.
	Rent from Shanta Bhawan	<u>6,000.</u>
		25,050.

Payments:	Rent	21,000.
	Maintenance	500.
	Electricity	1,000.
	Chaukidhar	1,200.
	Films and programs	500.
	Magazines	300.
	Visitors' toilets	<u>550.</u>
		25,050.

b) Capital.

Lounge (already received per Merrill- Stanton gift)	2,000.
Study (already received per Turlock, Calif)	1,026.
Books	1,000.
Film Projector	5,000.
Record Player	1,500.
Tape Recorder	2,000.
Slide Projector	500.
Lounge and study furniture	4,099.
Guest furniture	720.

FC(1)-9/70. Gorkha Project Bank accounts. It was recommended that the Gorkha Project be permitted to open bank accounts in the Nepal Bank Ltd., Kathmandu and in the American Express International Banking Corporation, Bombay. The authorisation for the opening of these accounts is found in EC(1)-5/70.

FC(1)-10/70. Executive Secretary's Europe-USA trip. It was recommended that the expenses of the Executive Secretary's proposed tour to Europe and USA on behalf of the United Mission in April-May 1970 be met from the General Fund of the Mission.

FC(1)-11/70. Other Business.

- A) Purchase of land extension for Girls' High School. It was recommended that a further advance of Rs.7,000. be made to the owner, but that no further advances be made until the purchase transaction is finalised.
- B) Report on projects presented to DICAWRS. It was reported that the following projects have been presented to DICAWRS in Geneva for inclusion in their 1970 lists:

a) U.M.M.C.: Private room improvements US\$ 10,000.
b) Bhatgaon Hospital: New outpatient block 6,500.
c) Pokhra Boys' School: 6,000.
d) Gorkha Project: Luitel Hostel 2,500.

C) 5% Service Charge. There was discussion as to whether this 5% Capital Service Charge should continue or not, but no recommendation was made.

The Treasurer intimated that from now on the 5% Capital Service Charge would be deducted when funds are received by the Treasurer, and not when they are sent to the projects.

I. Stuart
Secretary



THE UNITED MISSION TO NEPAL

President: Dr. T. N. Strong
Executive Secretary: Mr. J. Lindell
Treasurer: Mr. Ian Stuart

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1/29 THAPATHALI
KATHMANDU, NEPAL

To:
Secretaries of UMN Member Bodies

Eingegangen

22. DEZ. 1969 December 13, 1969

Eisigkt:

Dear Colleagues,

Here in Nepal we have passed through a series of administrative meetings culminating in the Executive Committee Meeting of mid-November, the Minutes of which are here attached. The actions taken here give us our tracks on which to run for the coming year, and to some extent beyond. We have earnestly sought God's help and leading in this planning work, and we now take it up in the faith that He is present and at work among us to correct where necessary, but above all to give that creative light and life in the lives of men which He alone can work for the establishment of the good things of His Kingdom. Let me point out some highlights from these Minutes.

1. We have entered upon our third General Agreement with Government, by which we may continue another five years in the country to carry on with the work and purposes which we hold as a Mission.
2. Life and structures are rapidly changing in Nepal. As a Mission we are trying to "roll with the ship", to change and adapt as is necessary and advantageous for carrying out our purposes. We have written a beginning draft of a POLICY STATEMENT (see red paper), and will work more at it in coming meetings.
3. In our internal administrative structure we are trying to develop functional secretaries to assist in mission-wide functions such as health services, education, agriculture.
4. The scale of our requests for work grants to the general recurring budget remain the same, and this income is sufficient to meet the running needs of the projects of the Mission. Our Treasurer, Mr. Ian Stuart, is writing to each of you about our requests.
5. Capital needs are large, with continuing building programs and equipment needs. We will need help for this from many sources.
6. Canon S. R. Burgoyne will soon be sending to you an up-to-date list of Personnel Needs which can guide you in recruitment for Nepal. We have many opportunities for service and witness and can receive many more workers.
7. I hope shortly to send you a letter explaining our needs to build more houses to accommodate our missionaries and to solicit your help in this.
8. We have called Rev. and Mrs. Frank Wilcox (W.M.P.L., USA, former missionary to Pakistan, parish pastor, Bible School teacher) to join the UMN with a view to appointment as Executive Secretary.

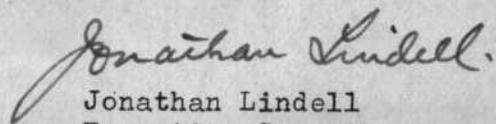
And we have called Drs. Trevor and Patricia Strong (R.B.M.U. of the Duncan Hospital, Raxaul, Bihar, India) to join the UMN with a view to his appointment as Medical Director of Shanta Bhawan Hospital.

9. Our Scholarship Committee has been given enlarged areas of work and we expect this service to grow.

We thank God for your faithful partnership with us in the United Mission. We need your continuing advice, help and prayers. I am hoping to make a business trip in behalf of the Mission in the spring of 1970 to Europe and U.S.A. and I certainly hope to see many of you personally then. We always WELCOME you here.

May it "please God to reveal His Son" to us in new and life-giving ways this Christmas Season.

As ever,



Jonathan Lindell
Executive Secretary

UNITED MISSION TO NEPAL

Policy Statement prepared at Administrative Committee Meeting, October 1969, and referred to in Executive Committee Minute EC(3)-19/69.

AC-3/69. Policy Statement. The report of the drafting committee was considered and it was RESOLVED to recommend the adoption of the following Policy Statement by the Executive Committee for the long-range planning of the Mission:

A. The United Mission Constitution states that the purpose of the Mission is to "minister to the needs of the people of Nepal". This means that the Mission shall minister to the needs of all people in the country, regardless of race, creed, cast or national origin.

B. The purpose of the UMN as an organisation is to be an instrument for ~~foreign~~ missionary work in Nepal. There are no organisational relations between the UMN and the Church in Nepal. If and when the time comes where there is no longer any need of or opportunity for foreign Christian mission work in Nepal, then the UMN is no longer needed and will cease to exist. The Church in Nepal, however, will carry on its life quite independent of this.

On the other hand, the projects and institutions which have been started and operated by the UMN may in many instances continue, even if the UMN disappears. It is therefore of utmost importance that those projects and institutions which are intended to continue shall be planned and managed in such a way that in due course they will be able to carry on smoothly without the aid and presence of the UMN. This may mean that each project shall have to decrease its dependence on foreign personnel and on financial subsidy from UMN, and shall seek to adapt its standards and methods to fit the economy and other conditions of the country.

C. Nepal is a country which in many ways is unique, and which is developing rapidly. In the planning of its future the Mission will seek to benefit from past Mission experience, but may not necessarily follow the policies pursued in other countries.

The Mission believes that in the present situation in Nepal there is a place for its presence and work, and it expects to continue its activities in the country into the foreseeable future, realising, however, that the position of the foreign mission in Nepal is changing, and the future unpredictable.

This situation calls for flexibility in the planning as well as in the execution of the work in which the Mission is engaged. It shall, therefore, be the policy of the Mission continually to review and reconsider the place, nature, content, structure, administration and future of its various activities in Nepal.

D. Under the new Agreement between the UMN and the Government of Nepal (1969), and in view of the current conditions in Nepal, the Mission purposes to undertake work along the following three lines:

- i) To conduct existing and new mission owned and managed projects, which shall be planned and operated in close consultation with the Government agencies concerned.
- ii) To undertake projects which from the very beginning or at the earliest possible stage have a defined status in relation to Government and are developed in response to Government planning, but which for a certain period of time are managed and controlled by the Mission.
- iii) To contribute Assistance Programs of varying kinds with different types of relationship to Government programs, and to other Nepali organisations or agencies.

E. The question of present and future ownership and management of the Mission institutions shall have high priority in planning. It is the policy of the Mission to plan that future ownership and management of its institutions shall evolve into the hands of Government, or into semi-government or private indigenous organisations, and that each project shall, in its long-term planning, set out its goal, annually review it, and in its day by day management seek to reach it.

F. Throughout the activities of the Mission it shall be the declared policy to build up a competent and dedicated Nepali leadership which will, in a planned way, gradually replace the foreign personnel. The result of this replacement shall not be the phasing out of the Mission, but to enable the Mission to apply its resources and strength to new opportunities which open up from time to time. Therefore each project of the Mission shall, along with the yearly plans and budgets, present a long-term personnel budget which will show how it plans to build up a Nepali staff capable of replacing foreign personnel. These personnel budgets shall be reviewed every year to note progress made.

THE UNITED MISSION TO NEPAL

Minutes of the

THE EXECUTIVE COMMITTEE MEETING

Held in Kathmandu, Nepal, November 14-15, 1969

The meeting was held for two full days in the 'meeting room' of Salisbury Bungalow, Shanta Bhawan Hospital, Kathmandu. The opening session was called to order by the President at 9.00 a.m. on Friday, November 14th. Sessions were held each day from 9.00 until noon, and from 1.30 to 6.00 p.m. with breaks for morning coffee and afternoon tea. The final session on the second day closed at 5.00 p.m.

Devotions. The President, Dr. Trevor Strong, led in opening devotions and the first day, speaking on the conversation of the lepers in the Assyrian camp at the siege of Samaria. We can learn from them 'in their assessment of their situation, their sense of urgency to their task, and their determination to act. On the second morning Rev. Bhandare led in devotions, speaking from John 15:16 on Christ's call to bear fruit.'

Membership and attendance. Members were present except as indicated:

President:	Dr. T.N. Strong	Ex-officio members:
Vice President:	Rev. D. Patlia (absent)	Mr. J. Lindell
Others:	Rev. E. Lowe	Mr. I. Stuart
	Miss L. Chipley (absent)	Dr. R. L Fleming
	Dr. C. Kupfernagel	Dr. P. M. Dodson
	Dr. L. C. Joshi	
	Dr. W. E. DeVol	Co-opted:
	Rev. R.S. Bhandare	Mr. A. Voreland

Visitors: On the second day the following persons were welcomed and attended most of the sessions:

Rev. Boyd Lowry, Associate Executive Director, Southern Asia Department, NCCC, USA.
Rev. Christian Berg, Director of the Gossner Mission, Berlin.

Agenda. The agenda of 50 items as prepared by the Executive Secretary was approved.

EC(3)-1/69. Minutes of the Special Executive Committee, held in Lucknow, India, July 9, 1969, had been circulated shortly after the meeting. It was RESOLVED to approve these Minutes with the following corrections:

- 1) In the introductory paragraph a sentence in the middle should read: "The Executive Secretary advised that this action was contrary to the UMN Policy of Employment Rules, and did not follow the expressed intent of the Mission planning meetings in the fall of 1967, and ought to discontinue pending further Mission study and ruling."
- 2) In Minute SEC(2)-2/69 concerning Housing Allowance, item 5.b), related to changes in the UMN Policy of Employment, should read as follows in total corrected form:
"In Article 13 (Policy related to Quarters for Staff), clauses a, c, d, e, f shall be deleted, the numbering to be adjusted accordingly."

EC(3)-2/69. Confirmation of Correspondence Vote on General Agreement. It was RESOLVED to confirm and record the following action taken by correspondence vote, dated September 23, 1969:
Subject: Acceptance of the draft General Agreement with H.M.G.
"Whereas negotiation for the extension of the General Agreement between His Majesty's Government of Nepal and the United Mission to Nepal have led to a proposed draft Agreement from H.M.G. received on July 13, 1969, and whereas clarifications from officials and discussions among Mission

personnel have led to a concensus of opinion favoring acceptance of the draft, it is RESOLVED that the UMN approve the draft proposal with the understandings that agriculture work may be continued in agreement with the concerned Department, that the UMN cannot be responsible for the extra-curricular activities of its national employees, and that the Executive Secretary be instructed to sign the Agreement in behalf of the Mission."

Plans and Budgets for 1970

In keeping with the usual pattern of planning, proposed Plans and Budgets had been drafted by each of the Projects, and consolidated budgets by the UMN Treasurer. These had been studied and recommendations made by the three-day Administrative Committee meeting on October 6-8. Similarly the Finance Committee had studied and made recommendations concerning budgets and financial matters, in its meeting of Nov. 13. On the base of this considerable pre-study and recommendations, the Executive Committee carried out its work and took the following actions with regard to the work of the mission for the year or years ahead:

EC(3)-4/69. UMN Headquarters. Considerable discussion was given to the subject of functional secretaries. See next Minute. The proposed Plans and Budgets for 1970 were considered, together with concerned recommendations from supporting meetings. It was RESOLVED to approve the Plans and Budgets for 1970 incorporating the changes proposed by the Administrative Committee (see Appendix M, AC-9/69), revising that which has to do with functional secretaries in keeping with the next Minute. The approved form of the 1970 Plans and Budgets appear as Appendix A to these Minutes.

EC(3)-5/69. Functional Secretaries. Note was taken of our on-going attempts to evolve improved personnel structures for mission administration. Discussion was given to the subject, noting the last Board action to appoint functional co-ordinators (BM-15/69), and the recent recommendations of the Administrative Committee concerning Headquarters personnel (see Proposed Plans and AC-8/69). It was RESOLVED to take the following action at this time, which includes a revised form of the Board action concerning Co-ordinators taken last March (see BM-15/69):

1. That the posts of Area Superintendents continue, and that we approve of the three posts of Functional Co-ordinators but that we now call them Secretaries, as follows:

Secretary for Agriculture: Mr. M. Francis (appointed BM-15/69).

Secretary for Education: Mr. H. Barclay, (appointed in Minute EC(3)-47/69 of this meeting).

Secretary for Health Services: No appointment made as yet.

2. Duties. Within his functional field, the Secretary shall serve in an advisory capacity as follows:

- a) Become acquainted with the work of HMG and other agencies and liaison with them in behalf of UMN.
- b) Advise and assist in the planning of the UMN's work, both in local projects and mission-wide.
- c) Advise and assist HQ administration in personnel matters making recommendations to the Executive Secretary, particularly on appointments.
- d) Advise and assist concerning supplies and equipment where needed.
- e) Assist in public relations in Nepal and to Mission constituencies.
- f) Further assist the implementation of the work of the Mission in ways that may be assigned to him by the Executive Secretary.

3. Relations.
 - a) He shall be responsible to the Executive Secretary in his work.
 - b) He shall serve, for the time being, as a co-opted member of the Administrative Committee, the Executive Committee and the Board of Directors.
4. That we recognise that we are in a process of trial and change in this matter, and we may in time make more changes in the posts and relationships of Area Superintendents, Project Directors, and Secretaries.

EC(3)-5/69. Tansen Area. The proposed Plans and Budgets were studied together with the recommendations concerning them from supporting meetings. It was RESOLVED to approve the Plans and Budgets for 1970, incorporating into them certain changes and instructions, some of which were recommended by the Administrative Committee (see AC-10/69), some by the Finance Committee (see FC(2)-2/69), and some originating in this meeting. The appropriate Minutes of the supporting meetings should be noted in this connection. The approved 1970 Plans and Budgets appear as Appendix B to these Minutes.

EC(3)-6/69. Butwal Technical Institute. It was RESOLVED to approve the Plans and Budgets for 1970 as presented, together with the recommendations concerning them given by the Administrative Committee (see AC-13/69). They are presented in approved form as Appendix C to these Minutes.

EC(3)-7/69. Pokhara School. UMN is one of three cooperating members in the management of this school, through its School Board. For information a review was given of the plans and budgets of the school for next year. UMN has responsibility for its own personnel in this project, and plans and budgets for this 'UMN Pokhara Project' were presented. It was RESOLVED to approve of the Plans and Budgets for 1970 as presented, incorporating changes as recommended by the Administrative Committee (see AC-14/69). In revised and approved form they appear as Appendix D to these Minutes.

EC(3)-8/69. Gorkha Project. The proposed Plans and Budgets for 1970 were studied. It was RESOLVED to approve the 1970 Plans and Budgets with the following revisions:

1. That the post of Maintenance Man be written into the Plans and that he be instructed to train such nationals as are needed to take over his work.
2. That the plans for UMN cooperation in the Jaubari School conform to the previous action of the Executive Committee; see EC(2)-6/69.
3. To note the urgent need for building help in Luitel.
4. That any plans concerning adult literacy work in the Project will have to be undertaken according to the arrangements of the UMN Adult Literacy Education Program; see EC(1)-53/69.
5. That the recommendations of the Administrative Committee be worked into the Plans and Budgets. See AC-15/69.

The approved Plans and Budgets for 1970 appear as Appendix E to these Minutes.

EC(3)-9/69. United Mission Medical Center (Shanta Bhawan Hospital). The Plans and Budgets for 1970 were presented. It was noted that the new Board of the Hospital has met twice and has approved of these Plans and Budgets, and that it has taken in hand to continue the building program which had been carried under the instruction of the UMN Board. It was RESOLVED to take the following actions:

1. To note with satisfaction the working of the new Hospital Board, and to approve the Plans and Budgets for 1970 which had been approved by the Hospital Board and forwarded to this Committee for action. They appear as Appendix F to these Minutes.

2. To note with satisfaction the decision of the Hospital Board to continue with the building program which had been approved and instructed by the UMN Board; noting also the intention of the Hospital to do its best to meet, from its own resources, the added costs of house rents during the transition period. See FC(2)-2/69.
3. Since the Hospital Board is now functioning, the responsibility and authority for appointing the membership and terms of reference of the Building Committee and the Ways and Means Committee for the new hospital building program be given to the Hospital Board as from this meeting.

EC(3)-10/69. Kathmandu Valley District Clinics. The proposed Plans and Budgets for 1970 were considered, together with recommendations from supporting meetings. It was noted that Dr. Bethel Fleming, Director of the Project, is retiring March 1, 1970, and that Dr. J. Moody is expecting to replace her in this work. It was RESOLVED to approve of the Plans and Budgets for 1970 as presented, together with the recommendation of the Finance Committee concerning increased fees (see FC(2)-2/69). The approved Plans and Budgets appear as Appendix G to these Minutes.

EC(3)-11/69. United Mission Girls' High School. The proposed Plans and Budgets for 1970 were considered, together with recommendations from supporting meetings. It was advised that the decision to purchase and add a piece of land on the north side of the school property (see SEC(2)-7/69) be written into the Plans for 1970. It was RESOLVED to approve the Plans and Budgets for 1970 as presented and the recommendation of the Finance Committee concerning study of increased local income (see FC(2)-2/69). The approved Plans and Budgets for 1970 appear as Appendix H to these Minutes.

EC(3)-12/69. Bhatgaon Hospital. The proposed Plans and Budgets for 1970 were considered, together with recommendations from supporting meetings. Attention was especially given to the very full description of the proposed building plans to be undertaken in four stages. In the meeting a Modified Plan was also presented, which divided Stage I into two parts. It was RESOLVED to approve the Plans and Budgets for 1970 and ongoing with the following modifications and instructions:

1. The Committee expressed satisfaction that the Hospital has made general over-all plans of the development of the grounds and of the hospital, with the idea that any single steps of expansion should fit into the larger over-all master scheme.
2. That the Modified Plan be substituted for the proposed plans, especially Stage I in A and B parts; that this modified Stage I Part A be approved for implementation at this time; that Stage I Part B (mainly the theatre unit) be postponed until such time as the volume of surgery may grow and require it; that Stages II, III and IV are not approved at this time, but are to be received for use in future planning.
3. That the building costs for Stage I Part A, approved for implementation, be reduced by 30%.
4. That the recommendations of the Finance Committee concerning the recurring budget be approved; see FC(2)-2/69.

The approved Plans and Budgets for 1970 appear as Appendix I to these Minutes.

EC(3)-13/69. Okhaldhunga Project. The proposed Plans and Budgets for 1970 were considered. It was RESOLVED to approve them as presented. They appear as Appendix J to these Minutes.

EC-(3)-14/69. Far West Nepal. The recommendations of the Administrative Committee were noted (see AC-11/69). In view of working under our new General Agreement, and in view of the possibility of cooperation and assistance programs, and noting that HMG Director of Health Services has suggested that the UMN supply a doctor for the hospital in Siliguri Doti for approximately three years while the present doctor is on study leave overseas and favours the UMN making a visit to survey the situation, it was RESOLVED that the Executive Secretary be asked to arrange for a survey trip and that he seek Dr. Iwamura for such a trip, and that if possible the survey include various points of West Nepal, including Siliguri Doti, with a view to possible places and kinds of cooperative assistance work which the UMN might undertake with HMG.

EC(3)-15/69. UMN Public Health Program. The proposed Plans and Budgets for 1970 were considered together with recommendations from the Administrative Committee (AC-12/69). It was RESOLVED to approve the Plans and Budgets as presented. They appear as Appendix K to these Minutes.

EC(3)-16/69. UMN Agriculture Department. The proposed Plans of work over-all in the Mission were considered. Budgets for such work appear as integrated into the budgets of the Projects where they are connected. It was RESOLVED to approve the Plans for 1960, with the understanding that the work will have to adjust and develop in keeping with what can be worked out with HMG under the new General Agreement understandings. The Plans for 1969 appear as Appendix L to these Minutes.

EC(3)-17/69. Finance Committee Report and Recommendations. Rev. Eric Lowe, Chairman of the Finance Committee, presented the report and recommendations of the Committee. These were considered as they relate to appropriate places in the proposed Budgets for 1970. It was RESOLVED to receive with thanks the Report and Recommendations of the Finance Committee (November 13, 1969) (see Appendix M), and to approve all the Recommendations given except those which, in their appropriate places, are indicated as not approved. The Minutes of the Finance Committee appear as Appendix M to these Minutes.

EC(4)-18/69. UMN Treasurer's Consolidated Budget. The Treasurer presented the consolidated budget for 1970. It was noted that work grant askings from each member mission is based on a minimum-for-each-worker sum of Rs.4,800; and that this is a strictly cash budget of income and outgo, without reckoning on any year-end balance or other source. It is dependent on receiving what has been asked from the member bodies. Adjustments were made to this consolidated budget in keeping with revisions made in project budgets. Gratitude was expressed for sufficient income to meet the approved expenditures, with a reserve fund. It was RESOLVED to approve the Treasurer's Consolidated Budget for 1970, as revised, and it appears as Appendix N to these Minutes.

EC(3)-19/69. Policy Statement. Following on Board instructions and work on it in various meetings, the Administrative Committee presented a 'Policy Statement' which seeks to give guidelines for work planning and future trends in management and ownership. It was RESOLVED to receive this draft Statement and to request the Executive Secretary, assisted by Mr. Hoftun and Mr. Ruohoniemi, to prepare this in an enlarged paper and circulate it to members in advance of the next Board meeting for consideration by the Board.

EC(3)-20/69. Workers in Cooperation Programmes. The possibility of seconding UMN workers to engage in cooperative service in non-UMN agencies is opening to us and requires care and attention. It was RESOLVED:

1. That workers in Cooperation Programmes should be responsible to an appropriate Functional Secretary or Area Superintendent or Project Director, with the relationship defined, and that this officer will arrange for the terms of housing, salary, tools, discipline, etc., and seek to provide support, guidance, communication, encouragement and fellowship to the worker.
2. That the Executive Secretary lead in preparing further guidelines for workers in this kind of work, circulate UMN officers for further editing of this statement, and then present it to the next Executive Committee for consideration.

EC(3)-21/69. Scholarship Committee. In consideration of the recommendation of the Administrative Committee (AC-5/69), and in order to provide for improved professional leadership in the future, it was RESOLVED:

1. That the terms of reference of the UMN Service Scholarship Committee be enlarged to include people who are not working in the Mission, but who could be given Scholarships under bond for further education and possible service in the Mission, and that the Scholarship Committee frame the necessary guideline rules for information.
2. That the Service Scholarship Committee be asked to prepare and forward to the Executive Committee for information the guidelines and rules ^{under} which it is currently conducting its work.

EC(3)-22/69. Language Study and Orientation. Consideration was given to recommendations from the Administrative Committee (AC-6/69) for the benefit of language study, and to a similar but more comprehensive paper by the Language Supervisor, Rev. S. Burgoyne, covering Language Study and Orientation. Following discussion, it was RESOLVED to approve the following updated, revised and comprehensive set of guidelines and rules on this subject (see BM-28/62 and AC-6/69 for background):

1. The UMN Constitution defines one of the duties of the Executive Secretary to be: "He shall be responsible for the direction of language study and examinations" (Bye Laws VII.C.11). This is carried out by the appointment of an HQ staff member as Language Supervisor, by the appointment of a Language Committee, and by Language Supervisors in the projects.
2. There shall be set up at Headquarters a Language and Orientation Center which shall provide facilities for accommodation of students and their study.
3. When possible a full-time Language-Orientation Supervisor shall be appointed. Until then a part-time Supervisor shall be appointed who shall be responsible for all matters of language study and orientation, including working with the Language Committee and the station language supervisors. The Language Committee shall deal with matters of courses, tests, examinations, study of other languages, rules, etc.
4. All new short-term workers (who are to serve from 2 to 3 years) shall attend a 3-months language and orientation course, to be followed by a suitable test. Such workers shall be encouraged to continue their studies on their own initiative, and supervisors shall assist as far as possible. Short-term workers coming out for a second term shall attend a six-weeks refresher course as soon after their return from furlough as is convenient for the Language Center.
5. All new long-term workers (who expect to serve for more than a 3-year term) shall attend a 4-months language and orientation course on arrival in Nepal.

6. Two language courses shall be planned each year, beginning February 1st and August 1st, and new workers shall be required to arrive in Nepal in late January or late July in order to begin at the right time. The service of new workers shall normally be considered as beginning at the commencement of the language course. If workers arrive at a time when enrolment is difficult, it may be necessary to assign them elsewhere until a new language course begins. In such cases UMN shall not be responsible for internal travel expenses.
7. An important part of the course shall be a series of orientation lectures, including the topics of religion, culture, mission policies, and health practices. A library of orientation reading materials shall be provided.
8. Long-term workers shall be required, after finishing their initial 4-months study, and in their work assignment, to continue their language study, their work being so arranged by their supervisors that they have four hours daily for language study during the balance of the first year of service. All Board Appointees shall be required to take the First and Second Year Nepali examinations arranged by the Language Committee. It is expected that workers will aim to sit for the First Nepali examination approximately twelve months after arrival in the country.
9. After passing the First Nepali examination, workers shall continue language study, being allowed two hours off from regular duties daily during the second year of service for this. At a time convenient for their work, and in preparation for the Second Nepali examination, they shall have two months full-time concentrated study, either at the Language Center or elsewhere, by arrangement with the Supervisor.
10. It shall be the responsibility of new workers who have children to arrange for their care in such a way that adequate attention can be given to language study during the four months course.
11. The Language Center Supervisor shall control the hourly rate and schedules of the teachers and students, and shall present monthly bills to the students or their Mission treasurers. Language expenses shall be paid by the students according to their parent society rules. The hourly rates and a small overhead surcharge shall be calculated to cover the total expenditure for teachers, classes, and individual tuition. Courses and textbooks shall be charged to the students. While the principle shall apply that language study costs are to be borne by the students, the UMN shall pay for any 'lean times' in order to tide over and maintain continuity in language teachers and facilities.
12. New workers should be informed of language study arrangements and rules before they come to Nepal, insofar as possible, along with other briefing materials.

EC(3)-23/69. Annual Vacation Leave. Recommendations from the Administrative Committee were considered concerning changes in annual vacation leave for the first and second year. It was RESOLVED to continue the practice of existing rules which includes 5 weeks annual leave each year and non-accumulation of leave into another year. (For rules see Bye Law IX.F.)

EC(3)-24/69. Medical Workers Conference. The recommendation from the Administrative Committee was considered concerning study of UMN health services and the holding of a medical workers' conference. It was RESOLVED to approve of the recommendation made (see AC-23/69), with the following added guidelines:

1. That preliminary work be done on this subject by including

a medical workers meeting at the coming Workers Conference.

2. That an expert be invited to Nepal to study the situation and our current work in it, and to attend the proposed conference.
3. That the proposed Health Services Secretary take the lead in arranging for this study and conference.
4. That the Conference be held.

EC(3)-25/69. Housing Allowance. The Special Executive Committee meeting held in Lucknow in July 1969 dealt with this subject. That decision came under disagreement in part at the Administrative Committee and a recommendation proposes that it be changed. See AC-25/69. Following discussion it was RESOLVED that in this item the principle of uniformity of Rules of Employment be set aside and that the decision of the Lucknow Special Executive Committee meeting (SEC(2)-2/69, 5,a) be modified to allow each Project to decide on its own whether or not it will give the approved 10% Housing Allowance, and to budget accordingly.

Personnel Matters

EC(3)-26/69. Offers of Service under correspondence. Preliminary information was given concerning several candidates who are being offered for possible service with the UMN. Gratitude was expressed for these inquiries and the Assistant Executive Secretary was instructed to encourage each case and continue correspondence until each case is mature and can be presented to the Executive Committee for action. These offers and inquiries concern:

Miss Barbara McLean, teacher, Baptist Missionary Society.

Drs. Thomas and Cynthia Hale, B.M.M.F., USA.

Mr. and Mrs. Robert Morris, B.M.M.F., Canada.

Miss Audrey Maw, nurse, B.M.M.F.

Two under consideration with the General Assembly, UCNI.

EC(3)-27/69. Mr. and Mrs. Bjorn Brekke, 'Deacon' and nurse, offered by the World Mission Prayer League, Norway Branch. It was RESOLVED gratefully to accept Mr. and Mrs. Brekke for service in the UMN.

EC(3)-28/69. Miss Margaret McCombe, Regions Beyond Missionary Union, teacher, Gorkha Project, due for furlough in December 1969. RESOLVED to express thanks for service and to welcome her return after furlough.

EC(3)-29/69. Mr. and Mrs. Ron Mowhl, Church Mission Society, UK, Civil Engineer in UMN Building Department. Possible furlough in spring 1970. RESOLVED to express thanks for service and to welcome their return after furlough.

EC(3)-30/69. Miss Beth Brunemeier, Woman's Union Missionary Society, nurse in Gorkha Project, leaving for early furlough in December 1969. RESOLVED to express thanks for service and to welcome her return after furlough.

EC(3)-31/69. Miss Shirley Snell, B.M.M.F., medical social worker at Shanta Bhawan Hospital, Kathmandu, furlough due December 1969. RESOLVED to express thanks for service and to welcome her return after furlough.

EC(3)-32/69. Mr. and Mrs. Francis Sauer, United Presbyterian Church, USA, Assistant Director at B.T.I., went on furlough August 1969 for 4 months. RESOLVED to express thanks for service and to welcome their return after furlough.

EC(3)-33/69. Drs. Peter and Alice Fischer, Committee for Service Overseas, terminating their three year term of service on the Germany,

staff of Shanta Bhawan Hospital, Kathmandu in early 1970. It was RESOLVED to express sincere appreciation for their devoted service and desire for God's blessing as they return to their homeland.

EC(3)-34/69. Canon and Mrs. Samuel Burgoyne, United Methodist Church, USA, Assistant Executive Secretary at Headquarters, offering to extend an initial 3-year term to five years, with a 4 months furlough in mid-1970. RESOLVED to express thanks for service and welcome to return after furlough and complete an extended term of 5 years.

EC(3)-35/69. Miss Valerie Dunstan, R.B.M.U., Australia, nurse, served in Okhaldhunga dispensary and went on furlough. Note was taken of the fact that for health reasons she is unable to return to service and has terminated her connections with the UMN. It was RESOLVED to express regret at Miss Dunstan's inability to return to the UMN, and to pray God's care, healing and blessing on her in her continuing life and service in her homeland.

EC(3)-36/69. Miss Maureen Jackson, Central Asian Mission, nurse, who went on furlough in January 1969, was married and became Mrs. Richard Chapman, and has resigned from membership in the United Mission. It was RESOLVED to accept this resignation and wish God's blessing on the couple.

EC(3)-37/69. Executive Secretary. The term of Mr. J. Lindell in this office expires in March 1970. At the last Executive Committee meeting Mr. Lindell has requested that he not be considered for re-appointment, and Dr. T. Strong, with Rev. E. Lowe, were appointed to lead in a consideration of this matter. (See SEC(2)-6/69). Dr. Strong reported his findings. Following discussion it was RESOLVED to recommend that Mr. Lindell be re-appointed to serve in this office until a suitable replacement be appointed, that a replacement be sought, and that Rev. Frank Wilcox be asked to take this call and appointment.

EC(3)-38/69. Kathmandu Area Superintendent. Dr. R.L. Flemming, who has held this post for many years, will retire from service with UMN in March 1970. In view of this coming vacancy, it was RESOLVED to recommend that Canon S. Burgoyne be appointed as Kathmandu Area Superintendent.

EC(3)-39/69. Gorkha Area Superintendent. The term of Mr. H. Barclay in this office expires in March 1970. It was RESOLVED to recommend that he be appointed to another term of service in this office.

EC(3)-40/69. Medical Director, Okhaldhunga Project. Since this post has fallen vacant, it was RESOLVED to appoint Dr. Gordon Woodman as Medical Director of the Okhaldhunga Project, for a three-year term, beginning from this meeting.

EC(3)-41/69. Medical Director, Gorkha Project. The term of Dr. Helen Huston in this post expires at this time. It was RESOLVED to appoint Dr. Huston to another term of 3 years as Medical Director in the Gorkha Project, beginning from this meeting.

EC(3)-42/69. Medical Director, Bhatgaon Hospital. The term of Dr. Denis Roche in this post expires at this time. It was RESOLVED to appoint Dr. Roche for another 3 year term as Medical Director of the Bhatgaon Hospital, beginning from this meeting.

EC(3)-43/69. Medical Director, United Mission Medical Center. Dr. W. Anderson, who currently holds this post, will retire from service with the UMN in 1971. Dr. Trevor Strong was proposed as a possible nominee for this office. Since he is Chairman

of the Executive Committee, he retired from the meeting during this discussion, and Dr. Joshi was elected to chair during this agenda item. It was RESOLVED to call Drs. Trevor and Patricia Strong to join the UMN, and to ask Dr. Trevor Strong to accept appointment to the post of Medical Director of United Mission Medical Center, with the understanding that this matter concerns also his hospital in Raxaul and his Mission, the Regions Beyond Missionary Union, and that they should be involved in consideration of this request.

EC(3)-44/69. Director, Butwal Technical Institute. The term of Mr. Odd Hoftun in this post expires at this time. It was RESOLVED to appoint Mr. Hoftun to another term of 3 years as Director of the Butwal Technical Institute, beginning from this meeting.

EC(3)-45/69. Headmistress, UMN Girls' High School. Miss Elizabeth Franklin, who currently holds this office, will retire from service in the UMN in mid 1970. It was RESOLVED that, since no successor could be nominated at this time, special attention should be given to seeking a successor and making an appointment as soon as possible.

EC(3)-46/69. Health Services Secretary. This is an approved post to be filled. No nomination was made, so action will be deferred while study of the matter continues.

EC(3)-47/69. Education Secretary. It was RESOLVED to appoint Mr. Howard Barclay as Education Secretary for a term of 3 years to begin with this meeting.

EC(3)-48/69

Other Business.

EC(3)-48/69. Mrs. Jamuna's Provident Fund money. In consideration of the request of UMMC for ruling (MB-20/69.D.), it was RESOLVED to grant to Mrs. Jamuna (former UMMC employee) the UMN share of her Provident Fund. It was further RESOLVED to recommend to the Board that the rules of the Provident Fund be amended to allow each Project to authorise the Provident Fund Treasurer to grant the payment of the UMN-given share of the Provident Fund to an employee who has terminated service, in ordinary cases; extraordinary cases to still be referred to the Executive Committee.

EC(3)-49/69. UMMC Leasing Property. Attention was called to the UMMC Constitution ruling that leasing of property by the hospital must be authorised by the UMN Board (Article V.C.2), and that the Executive Secretary has advised the UMMC to go ahead and lease a particular property & that he would report the matter to the Executive Committee for confirmation. It was RESOLVED to approve of this action taken, and to recommend that Constitutions be amended so as to allow a Project itself to lease property as it decides and to forward a copy of the lease to UMN Headquarters office.

EC(3)-50/69. UMN Film. It was reported that instructions given in EC-50/68 to make a film is being implemented and the finished product should be in hand this year.

EC(3)-51/69. Briefing for Candidates to UMN. It was reported that instructions given in EC-34/68 to prepare a written Briefing to be used by member bodies in dealing with prospective candidates for UMN have been complied with and the document circulated. This should be revised on occasion as needed.

EC(3)-52/69. Over-all Agricultural planning. It was reported that instructions given in EC-52/68 concerning study and planning of UMN agriculture work and the calling of a conference have

been carried out.

EC(3)-53/69. Study of a Nepal-Foreign country Agreement. See EC-56/68. There was nothing to report and the instruction is carried forward.

EC(3)-54/69. Study of General Future Trends. The instruction in EC-58/68 has been implemented in the work being done on the 'Policy Statement'. See Minute 19 of this meeting.

EC(3)-55/69. A need of housing. There was nothing to report on the instruction given in EC-59/69 concerning Housing, and the instruction is carried forward.

EC(3)-56/69. Draft Amendments to the UMN Constitution. The instructions given in BM-20/69 concerning amendments to the UMN Constitution are being prepared for submission to the Board. It was reported that similar work on revision of the UMMC Constitution is going on and will be submitted to the UMN Board for consideration.

EC(3)-57/69. Offer of work in Domiciliary TB. The offer of assistance in domiciliary TB work by Dr. Joshi in behalf of the Methodist Church in Southern Asia (see BM-26/69) continues to be under study.

EC(3)-58/69. Dates of Meetings. The following dates for meetings already fixed were noted:

Workers Conference, in Kathmandu, February 26 - March 3, 1970.
Finance Committee, in Kathmandu, March 31, 1970.
Executive Committee, in Kathmandu, April 1 - 2, 1970.
Board of Directors, in Kathmandu, April 2 - 3, 1970.
(The latter two shall have 1½ days each).

EC(3)-59/69. Vote of Thanks. It was RESOLVED to express sincere thanks to the United Mission Medical Center, and to the UMN Headquarters, as well as to others, for providing very suitable accommodations for the meeting and for the care of the Executive members.

APPENDIX M

Minutes of the Finance Committee Meeting

held in Kathmandu, 13 November 1969,

As approved by the Executive Committee.

Members: (All present) Rev. E. Lowe, (Chairman), Dr. T. Strong, Mr. J. Lindell, Mr. S. Ruchonиеми, Mr. I. Stuart.

Devotions. Mr. Ian Stuart led in devotions.

FC(2)-1/69. Minutes of Previous meeting. The Minutes of the last Finance Committee Meeting, held in Delhi on 17 March 1969, were confirmed.

FC(2)-2/69. Budgets for 1970. The Committee carefully considered the budgets for 1970 as recommended by the Administrative Committee. It was decided to recommend that the Budgets as proposed be approved, with the following additions, deletions, and alterations:

A. House rents. In connection with Headquarters' budgets, it was noted that a policy for renting of houses had been adopted by Headquarters and Shanta Bhawan Hospital. It was decided that this policy be adopted by all the Projects of the Kathmandu Valley.

B. Tansen Area.

1. It was decided to recommend to the Executive Committee that an explanation of the increase of Rs.1,650 under "Miscellaneous" in the Administration budget be sought.
2. It was decided to recommend that the Area Superintendent investigate the possibility of increasing the income from fees in the Town Clinic.
3. It was decided to recommend that the Medical Conference should consider to what extent public health type projects could be financed from local income.
4. It was decided to recommend that in view of the fact that there is no agriculturalist now in Tansen, the Area Superintendent inform the Executive Secretary and Treasurer to what extent this could affect the recurring and capital budgets for agriculture.

C. U.M. Medical Center. It was noted that the hospital intends to cover the extra expenditure on house rents from its own resources.

D. Girls' High School, Kathmandu. In view of the proposed new policy concerning the need to develop local resources of an ongoing project, it was decided to recommend that the School Management Committee investigate the possibility of increased fees, and also of securing endowments.

E. Kathmandu Valley District Clinics. In view of the proposed new policy statement concerning the need to develop local resources in an ongoing project, it was decided to recommend that the Director investigate the possibility of increased fees and to depend less on subsidy from UMN and direct gifts.

F. Bhatgaon Hospital.

1. It was decided to recommend that the hospital in future does not ask for increased recurring budget grant from UMN, but should so order its affairs that it will request less recurring budget grants.
2. It was decided to recommend that the addition of a surgeon be allowed only if it is expected that the increased fees would cover the additional staff and equipment required.

FC(2)-3/69. Grants from Undesignated Capital Funds. It was decided to recommend the following grants to be made from undesignated capital funds:

For Headquarters -	
Photo copier	Rs. 2,500.
Duplicator	6,400.
Furniture	7,250.
Completion of partly constructed house	35,000.
For Tansen -	
Staff House	42,000.
For Gorkha -	
Furniture	2,100.
Office equipment	3,700.
Knoll House renovation	2,727.
Lapsibot School doors and windows	1,000.
Luitel School generator	6,363.
For Pokhra -	
Furniture	6,000.
For Girls' High School -	
Furniture	1,500.

It was decided to recommend that the balance of undesignated capital funds, together with the Capital Service Charge Fund, be made available to Headquarters for the purchase of land at Headquarters.

FC(2)-4/69. Requests for increased recurring Budget Grants for 1969. It was decided to recommend the following increased recurring budget grants for 1969:

District Clinics	Rs. 2,000.
Bhatgaon	594.

It was decided to recommend that the rent of the house of the builder of the Girls' High School be paid from UMN funds, but to continue to approach the Central Agency in Bonn to cover this item in their grant.

FC(2)-5/69. Request for Grant to Children's Hostel. Consideration was given to the question of whether or not the UMN could budget money toward the housing costs of its Staff Appointees in the event of their appointment to serve in the Children's Hostel. It was decided that in the case of this 'special project', and in view of the policy that it should be entirely maintained by funds other than from the UMN, the UMN should not allocate funds for housing of staff in the Hostel.

FC(2)-6/69. Grant to NCC in India. It was noted that an increased grant has been requested from the NCC. Following discussion, it was decided to make the grant at this time, and to request the Executive Secretary to prepare a statement concerning the question of UMN membership in NCC and to present this for consideration to the Board.

FC(2)-7/69. Audit of Project Accounts. It was decided to recommend that the present policy of auditing work being undertaken by the UMN business personnel be continued, but that the UMN Treasurer's books be audited by an outside auditor.

FC(2)-8/69. Recommendations of the Administrative Committee.

1. AC-24/69. Teachers' Salary. It was decided to approve the proposed increase, but to advise that a responsible investigation be made into the subject of teachers' salary in Nepal.
2. AC-26/69. Mission owned vehicles.
a) It was decided to recommend the adoption of this Minute, and to add that charges for personal use should include depreciation.

b) It was decided to recommend to the Executive Committee that the following directive be circulated throughout the Mission: "That Mission-owned vehicles are intended for official duty use, and that personal use by missionaries is not a right but a privilege which may be authorised, but that at all times official use takes priority. It is further recommended that rates for private use be higher to include the cost of replacement of vehicles."

3. AC-28/69. Medical Insurance Plan. It was decided to recommend that this Minute be adopted.

4. AC-27/69. Employment Contracts. It was decided to recommend that all future contracts be reviewed every three years.

FC(2)-9/69. Other Business:

A. Padma Kanya College. It was decided to recommend that this be set up as a separate project with its own recurring and capital budgets supported by funds from the UMN treasury, and that a recurring and capital budget be presented at the next meeting of the Finance Committee.

B. Housing Allowance for UMMC. It was resolved to recommend that the UMMC be allowed to grant the 10% housing allowance to all employees, regardless of status.

C. Salary Scale. It was resolved to recommend that the following new scale for be introduced:
Senior Maintenance Assistant 195x5.85x5-EB-5.85x5-283.50.

D. Year-end Balance of UMMC. It was resolved to recommend that UMMC be allowed to retain any of its year-end balance, and to absorb any deficit in its recurring budget.

Jahresberichte

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1656 Trennblatt
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von Registertasten



THE UNITED MISSION TO NEPAL

President: Dr. K. Sanders
Executive Secretary: Rev. F. Wilcox
Treasurer: Mr. Ian Stuart

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POST BOX NO. 126

1/29 THAPATHALI

KATHMANDU, NEPAL.

February 28, 1973
17 Falgun, 2029

To: His Excellency,
Shree Kirtinidhi Bista, Prime Minister,
His Majesty's Government of Nepal,
Singha Durbar, Kathmandu, Nepal.

Eingegangen
17. APR. 1973
Erledigt:

Your Excellency:

Subject: Report of the Mission's Work in 1972

It is again a distinct privilege to present to His Majesty's Government of Nepal the Annual Report of the work carried on in the institutions and projects of the United Mission to Nepal in 1972. The General Agreement between His Majesty's Government and the United Mission to Nepal, presently in force, dated January 18, 1970, governs the work and services carried on in the various projects of the Mission. A copy of that Agreement is appended to this Report.

If you, Mr. Prime Minister, or any Member of any Ministry or Department of His Majesty's Government should wish further interpretation of this Report, or any section thereof, we of the United Mission would be happy to give such further interpretation at your convenience. This Report is given under the following headings:

1. A Background Sketch of the United Mission to Nepal.
2. The UMN's Headquarters Office in Thapathali, Kathmandu.
3. Financial Support of the Mission's Projects and Institutions.
4. The employment and training of national staff.
5. Health Services:
 - a. Tansen Hospital and Area Health Services.
 - b. Amp Pipal Hospital and Area Health Services.
 - c. Shanta Bhawan Hospital and Area Health Services, Lalitpur.
 - d. Bhaktapur Hospital and Area Health Services.
 - e. Okhaldhunga Dispensary and Area Health Services.
 - f. Community Health Advisory Team.
6. Educational Services:
 - a. Assistance in the Nepali Aadarsa Vidhyalaya, Pokhara.
 - b. Gorkha Project.
 - c. Girls' High School, Kathmandu.
 - d. Assistance in response to requests for aid.
7. Technical Services: Institute of Technology & Industrial Development, Butwal.
8. Plans for 1973 and Beyond.

Appendix: The General Agreement between HMGN and UMN.

For the rich and varied opportunity which has been given us to serve among the people of Nepal, we of the United Mission are deeply grateful. It is our earnest hope that whatever service we have been able to render will prove to be of lasting benefit.

With all due respect, I remain
Sincerely,

Frank Wilcox
Executive Secretary

1. A BACKGROUND SKETCH

The workers of the United Mission to Nepal entered the Kingdom of Nepal in 1954 under a General Agreement with His Majesty's Government. Initial plans concentrated on medical work, but, with permission, other service projects were added. There have been several revisions of the Agreement, and the current five-year Agreement was signed on January 18, 1970.

Since 1954 some 270 professional overseas workers have come under the Mission, supported by the Christian agencies which work in this scheme of cooperation. Their services include curative and preventive health programs, education, agricultural development, and industrial development.

2. THE MISSION'S HEADQUARTERS IN KATHMANDU

This is the administrative centre which supervises all the Mission's work. A guest house is maintained, and this houses the Language and Orientation School for new workers. Other buildings accommodate workers' children attending Kathmandu schools, a building department headed by a chartered engineer, and a central supply office.

3. FINANCIAL SUPPORT OF THE MISSION'S PROJECTS

The Mission is a voluntary non-profit organisation which provides funds and workers to its projects in Nepal. Overseas workers are sponsored and supported by the sending missions and agencies in their home countries.

Medical and educational institutions of the Mission charge fees, as well as receiving grants from the Mission, to help meet the operating expenses. The Butwal Industrial Institute (B.T.I.), a commercial production-cum-training Project, is run on a self-supporting basis, under a Special Agreement with the Department of Cottage Industries, HMG. It receives a small subsidy from the Mission to cover maintenance expenses of the foreign staff only.

United Mission Finance Statement for 1972

I. General Operating Budgets of all Institutions:

Receipts:

From the Mission Treasury	Rs. 1,233,484.
From Fees and charges	2,757,631.
Mission contributed staff services, valued at salary scales of national replacements	1,787,252.
Total	5,778,367.

Payments:

To operating costs and maintenance of all institutions and projects	Rs. 3,673,363.
As for Mission contributed staff services	1,787,252.

Balance brought forward to 1973 budgets Rs. 346.378.

II. Capital Budgets of all Institutions:

Receipts:

From Mission Treasury and Mission sources	Rs. 4,747,671.
(including balance from 1971)	

Payments:

To building work and equipment in all projects	3,148,628.
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Balance brought forward to 1973 budgets Rs. 599,043.

4. EMPLOYMENT AND TRAINING OF NATIONAL STAFF

At the end of 1972 there were more than 750 men and women of Nepal employed in the institutions of the Mission. In all of its projects the Mission seeks to replace foreign staff wherever and whenever it is possible to employ national staff.

During the year the training of Nepali citizens in UMN institutions, or under UMN sponsorship, continued:

- a) New employees in all UMN institutions were given in-service training.
- b) Professional training was given to 42 students in the Shanta Bhawan Nurses' Training School; 12 students were enrolled in the Auxiliary-Nurse-Midwife School at the UMN Hospital, Tansen.
- c) Residency training for Nepali doctors continued at Shanta Bhawan Hospital.
- d) The UMN Scholarship Committee gave partial assistance and stipends to 61 Nepali students in higher and post-graduate studies, including two doctors studying in the U.K.
- e) At the Butwal Industrial Center (BTI), 45 young men were enrolled in the on-the-job training program in several trades, while 12 completed their courses to receive Tradesmen certificates.

5.a. TANSEN HOSPITAL AND AREA HEALTH SERVICES

A large volume of patients continued to flow into the UMN Hospital in Tansen through 1972, taxing both facilities and staff to the utmost. Encouraging progress was made in the major expansion program at the hospital which will increase bed-capacity to 100, and give additional staff quarters. Special work continued with the treatment of leprosy patients, plus additional research into the transmission of leprosy. An expanding Community Health Program saw continuing work in Tansen, the West and East regions of Palpa District. Final sanction and invitation to participate in the regional ANM School for west-central Nepal, linking Tansen and Pokhara, was anticipated from the Institute of Medicine, Tribhuvan University, as the year drew to a close.

Financial statement for 1972:

a) Hospital.

Receipts: From all sources	Rs. 530,290.
Value of UMN contributed staff	<u>119,160.</u> 649,450.
Total payments:	
Value of UMN contributed staff	651,430. <u>119,160.</u> 670,591.
Excess payments over receipts	21,141.

b) Leprosy Department.

Receipts: From all sources	28,400.
Value of UMN contributed staff	<u>6,000.</u> 34,400.
Total Payments:	
Value of UMN contributed staff	19,614. <u>6,000.</u> 25,614.
Excess receipts over payments	8,786.

c) Maternal & Child Health Centre, Tansen.

Receipts: From all sources	18,085.
Value of UMN contributed staff	<u>6,000.</u> 24,085.
Total payments:	
Value of UMN contributed staff	13,188. <u>6,000.</u> 19,188.
Excess receipts over payments	4,897.

d) West Palpa Program.

Receipts: from all sources	12,200.	
Value of UMN contributed staff	<u>17,700.</u>	29,900.
Total payments:	8,325.	
Value of UMN contributed staff	<u>17,700.</u>	<u>26,025.</u>
Excess receipts over payments		3,875.

e) East Palpa Program.

Receipts: From all sources	13,788.	
Value of UMN contributed staff	<u>10,800.</u>	34,588.
Payments: Total	30,070.	
Value of UMN contributed staff	<u>10,800.</u>	<u>40,870.</u>
Excess payments over receipts		6,282.

f) Total Capital expenditure for Tansen Area in 1972: Rs.600,326.

5.b. AMP PIPAL HOSPITAL AND GORKHA AREA HEALTH SERVICES

A full program of medical and surgical practice continued through 1972 at the UMN 15-bed hospital in Amp Pipal. The expansion program, including new staff quarters, and the gift of a 10 kW generator from overseas, came to substantial completion, with a number of finishing touches to be added in the early months of 1973.

The growing community health program, with clinics and preventive medicine being continued in the Palungtar and Amp Pipal panchayats, includes Family Planning work and health education in the schools of the area.

Financial statement for 1972.

a) Hospital.

Receipts: From all sources	161,266.	
Value of UMN contributed staff	<u>42,922.</u>	204,188.
Total payments	161,021.	
Value of UMN contributed staff	<u>42,922.</u>	<u>203,943.</u>
Excess receipts over payments		245.

b) Community Health Program.

Receipts: From all sources	31,587.	
Value of UMN contributed staff	<u>17,248.</u>	48,835.
Total payments	16,502.	
Value of UMN contributed staff	<u>17,248.</u>	<u>33,750.</u>
Excess receipts over payments		15,085.

c) Total capital expenditure in Gorkha Area in 1972: Rs.254,070.

5.c. SHANTA BHAWAN HOSPITAL & COMMUNITY HEALTH PROGRAM, LALITPUR

Resident staff plus volunteer doctors serving at Shanta Bhawan Hospital in 1972 permitted daily general clinics, and the Out Patients Department recorded 57,698 outpatient visits. Progress and new directions at Shanta Bhawan came out of a strong recommendation from the Ministry of Health to build a new hospital in an excellent location close to the Patan bazar, on land to be purchased by His Majesty's Government. The new 140-bed hospital would eventually become the Lalitpur District Hospital. The Shanta Bhawan School of Nursing was integrated into the Mahaboudha School of Nursing of the Institute of Medicine. The new "Shanta Bhawan" Hospital will include a hostel for student nurses.

By order of the UMN Board of Directors, the Kathmandu Valley District Clinics program, after many years of fruitful, curative medical ministry in the southern Kathmandu Valley, was transformed into a strong Community Health Outreach Program. This program, aimed at raising the level of community health throughout the whole Lalitpur District, has been launched in cooperation with local and district panchayats.

Financial statement for 1972:

a) Hospital.

Receipts: From all sources	1,658,167.
Value of UMN contributed staff	<u>265,808.</u>
	1,923,975.
Total payments	1,563,270.
Value of UMN contributed staff	<u>265,808.</u>
	1,829,088.
Excess receipts over payments	94,897.

b) School of Nursing.

Receipts: From all sources	129,910.
Value of UMN contributed staff	<u>18,320.</u>
	148,230.
Total payments	129,983.
Value of UMN contributed staff	<u>18,320.</u>
	148,303.
Excess payments over receipts	73.

c) Community Health Program.

Receipts: From all sources	72,148.
Value of UMN contributed staff	<u>32,104.</u>
	104,252.
Payments: Total	56,913.
Value of UMN contributed staff	<u>32,104.</u>
	89,017.
Excess receipts over payments	15,235.

d) Total Capital expenditure in Shanta Bhawan Project in 1972: Rs. 767,288.

5.d. BHAKTAPUR HOSPITAL AND AREA HEALTH SERVICES

The UMN Hospital at Surja Binayak, on the outskirts of Bhaktapur, enjoyed a fine year of medical service, in both curative and preventive programs, to Bhaktapur and the surrounding community. The community health work has continued to develop, especially through teaching in schools, including a week of lectures for the teachers of one school.

Most encouraging was a special grant received for the repair and re-building of the access road, with proper drainage, leading from the main highway to the hospital.

Financial statement for 1972:

a) Hospital.

Receipts: From all sources	178,944.	
Value of UMN contributed staff	<u>36,900.</u>	215,844.
Total payments	178,360.	
Value of UMN contributed staff	<u>36,900.</u>	<u>215,260.</u>
Excess receipts over payments		584.

b) Community Health Program.

Receipts: From all sources	9,900.	
Value of UMN contributed staff	<u>3,600.</u>	13,500.
Total payments:	12,114.	
Value of UMN contributed staff	<u>3,600.</u>	<u>15,714.</u>
Excess payments over receipts		2,214.

5.e. OKHALDHUNGA DISPENSARY AND COMMUNITY HEALTH PROGRAM

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Medical work at the UMN Dispensary, Okhaldhunga continued with major changes through 1972. Numbers of staff and patients are about the same as in 1971. The community health program, based in the Okhaldhunga Bazar, continued to enlarge its scope and appeal to many families in the bazar and surrounding community.

A major step forward was the receipt of written permission from the Directorate of Health Services, His Majesty's Government, to build a new 25-bed hospital in Okhaldhunga which will become the district hospital, a joint HMG-UMN project.

Financial statement for 1972:

a) Dispensary.

Receipts: From all sources	66,202.	
Value of UMN contributed staff	<u>19,360.</u>	85,562.
Total payments	77,566.	
Value of UMN contributed staff	<u>19,360.</u>	<u>96,926.</u>
Excess payments over receipts		11,364.

b) Community Health Program.

Receipts: From all sources	10,171.	
Value of UMN contributed staff	<u>7,816.</u>	17,987.
Total payments:	17,715.	
Value of UMN contributed staff	<u>7,816.</u>	<u>15,531.</u>
Excess receipts over payments		2,456.

c) Total capital expenditure in 1972: Rs.22,412.

5.f. COMMUNITY HEALTH ADVISORY TEAM

The role of the Community Health Advisory Team is a consultative one. The Team worked with the UMN Projects in Health services in Okhaldhunga, Bhaktapur, Amp Pipal and Tansen, setting up seminars and training programs for Village Health Volunteers. The Team gave valuable assistance to Shanta Bhawan Hospital in making the transition from the District Clinics program to the new Shanta Bhawan Community Outreach Program.

Financial Statement for 1972:

Receipts: from all sources	22,858.	
Value of UMN contributed staff	<u>9,600.</u>	32,458.
Total payments	19,026.	
Value of UMN contributed staff	<u>9,600.</u>	28,626.
Excess receipts over payments		3,832.

6.a. ASSISTANCE IN THE NEPALI AADARSHA VIDHYALAYA, POKHARA

The Nepali Ideal School (Boys' Boarding School), Pokhara, into which the UMN has seconded several staff members, including the Headmaster, and also contributed heavy capital investment, completed its first year of service under the new National Education System. Although the School did its work through 1972 as a Middle School, there were strong hopes at the end of the year, after continuing, patient negotiations with the Ministry of Education at local and central offices, that the high school section of the School would be opened again in 1973. Lessons learned in the process of integrating the Nepali Ideal School into the National Education System will be of great value in just a year's time, when UMN affiliated schools in the Kathmandu and Gorkha Districts will go through the same process.

Construction of the new campus has proceeded well, with more than 50% of the planned work completed, and the building budget increased to Rs.5,000,000.

Financial statement for 1972:

a) General Fund.

Receipts: From all sources	191,278.	
Value of UMN contributed staff	<u>69,654.</u>	260,932.
Total payments	169,051.	
Value of UMN contributed staff	<u>69,654.</u>	238,705.
Excess receipts over payments		22,227.

b) Total capital expenditure, 1969-1972: Rs.2,709,570.

6.b. GORKHA PROJECT EDUCATION PROGRAM

The United Mission continued to give assistance to nine schools in the Gorkha District in the form of administration, some teaching staff and some financial aid, including three middle schools, four primary, and two high schools. One of the high schools, in Luitel, is run entirely by the Mission. The other is not administered in any way by the Mission, being under local community administration and ownership, in Jaubari. There, however, four teachers are seconded to the staff by the Mission. Regular visits to all the schools have been made by the UMN Supervisor of Schools. Luitel High School (Amar Jyoti) received a prize of Rs.2,000 from HMG for scholastic achievement.

The work of the Community Health team in: a) seeking to make our teachers and pupils health conscious, and b) more direct health services, have been much appreciated.

Financial Statement for 1972.

a) District Schools.

Receipts: From all sources	121,970.
Value of UMN contributed staff	<u>14,555.</u>
Total payments	127,415.
Value of UMN contributed staff	<u>14,555.</u>
Excess payments over receipts	<u>5,445.</u>

b) Luitel High School.

Receipts: From all sources	54,438.
Value of UMN contributed staff	<u>15,367.</u>
Total payments	52,567.
Value of UMN contributed staff	<u>15,367.</u>
Excess receipts over payments	<u>1,870.</u>

c) Total capital expenditure in 1972: Rs. 32,662.

6.c. GIRLS' HIGH SCHOOL, KATHMANDU

600 girls continued their studies at the Mahendra Bhawan Girls' High School through 1972, with 160 of these girls living in the hostel facilities of the school. Many requests to enrol more girls had to be refused to avoid increasing numbers in the already large classes and placing an impossible burden on the teachers. With regret, many worthy candidates had to be refused.

There are now 19 members of the staff, two of whom are part-time. In 1972, 22 out of the 24 candidates for SLC passed, again a very gratifying result.

New offices, staff room and storeroom block, as well as additional new hostel facilities in the construction program were completed. It is hoped that construction of the new campus will be virtually complete in 1973.

Financial Statement for 1972:

a) General Budget.

Receipts: From all sources	99,251.
Value of UMN contributed staff	<u>13,000.</u>
Total payments	103,367.
Value of UMN contributed staff	<u>13,000.</u>
Excess payments over receipts	<u>4,116.</u>

b) Total capital expenditure in 1972: Rs. 220,050.

6.d. ASSISTANCE IN RESPONSE TO REQUESTS FOR AID

From time to time the United Mission receives requests from other agencies or institutions to send someone to assist in their work. Mr. and Mrs. Herman Simrose, at the request of the Anandaban Leprosy Hospital, have done very helpful work in agricultural rehabilitation for leprosy patients through 1972.

In response to a request from the Nepal Red Cross, Mr. and Mrs. Asbjorn Holm have continued their work as agricultural advisor among people of one of the Tibetan villages in Pokhara, working in cooperation with the U.N. High Commissioner for Refugees in Nepal. The Mission was happy to be able to second another couple, Mr. and Mrs. Jostein Holm, to this same project when an urgent request came from the Nepal Red Cross. The farm at the village has given better results than ever before, and again a training program was conducted at the farm.

7. INSTITUTE OF TECHNOLOGY AND INDUSTRIAL DEVELOPMENT (B.T.I.), BUTWAL

The I.T.I.D., operating in Butwal under the popular name 'Butwal Technical Institute', has continued its production-cum-training program through 1972. The workshops:

1. Woodshop, with logging and sawmill;
2. Machine Shop;
3. Welding Shop;
4. Auto Shop;
5. Electric Shop;
6. Building Department;
7. Engineering Design Office;

with the central business office, undertook the manufacture and sale of a wide variety of products, from fine furniture for private customers to suspension bridges for the Department of Roads. Training-on-the-job continued for nearly 50 young men, 12 of whom finished their training and received Tradesmen's certificates.

The new Division of Consulting Services, of I.T.I.D., carried as its major project the ongoing work of the Butwal Power Company's hydro-electric scheme in the Tinau Khola gorge. After many months of negotiations, the Butwal Plywood Factory was granted a manufacturing licence, and application made for registration of the B.P.F. as a private limited company.

Financial statement for 1972: Manufacturing & Profit and Loss Account for 1972:

Manufacturing wages & salaries	250,056.	Sales	1122,931.
" supplies	179,590.		
" materials	<u>588,912.</u>		
	1018,558.		
Less stock with departments	<u>42,786.</u>		
	975,772.		
Less work in process	<u>72,658.</u>		
	903,114.		
Repair and maintenance of buildings and equipment	17,088.		
Electricity	18,669.		
Toolroom and Eng. Office	30,752.		
1972 Gross Profit	<u>153,308.</u>		
	1122,931.		1122,931.
Administration salaries	58,323.	1972 gross profit	153,308.
" materials and supplies	9,147.	Income from stock sales	95,559.
" repairs	1,456.	Interest income	21,800.
" electricity	1,718.	Professional fees	4,811.
Repairs and maintenance on residences, roads, water supply	27,949.	House and water rent	7,151.
Sales expenses	1,814.	Miscellaneous income	908.
Publicity and misc. expenses	20,594.	Special Dept. Income:	
Discount expense	4,161.	76,112.	
BTI Board expense	5,751.	Less S/D expenses	<u>75,746.</u>
Bank charges and interest on savings	1,776.		366.
Bad Debts written off	804.		
Log losses	10,575.		
Training expenses	33,309.		
Depreciation:			
Buildings & equip.	60,170.		
Saw mill	7,200.		
Admin. buildings	<u>13,125.</u>		
	80,495.		
<u>1972 Net Profit:</u>			
Work shops	25,665.		
Special departmts.	<u>366.</u>	26,031.	
	283,903.		283,903.

9. PLANS FOR 1973 AND BEYOND

- a) With a view to 1973 and beyond, the United Mission to Nepal plans to continue its responsibility and work in existing institutions and projects.
- b) The Mission plans to continue, in all of its work, as close cooperation and coordination with His Majesty's Government as possible, carrying on this work under the terms of the General Agreement between HMGN and the UMN. It is hoped that conversations and negotiations towards possible renewal of the present General Agreement, due to expire 18 January, 1975, may begin in 1973.
- c) In coordination and consultation with the Directorate of Health Services, the Ministry of Health, His Majesty's Government, the Mission plans to pursue, as first priority projects, the construction of a new 140-bed hospital in Patan, and a new 25-bed Hospital in Okhaldhunga. Permission for these projects has been received through the Directorate of Health Services.
- d) The training of Nepali citizens, and the evolution toward Nepali management and ownership of its institutions and projects, when feasible, will continue to receive strong emphasis in the work of the Mission.
- e) In consultation with the concerned Ministries and Departments of HMG, and with district and zonal officers, the Mission is prepared to offer concrete assistance in industrial/economic development programs through its Division of Consulting Services (I.T.I.D.), based in Butwal.
- f) The Mission is prepared to offer increased assistance to the community and public health programs of His Majesty's Government, and local and district panchayats.
- g) The Mission is prepared to second workers, in the fields of Health Services, Education and Technical assistance, to programs and projects of other agencies and institutions where this is requested and can be arranged.

GENERAL AGREEMENT between His Majesty's Government of Nepal
and the United Mission to Nepal

18, January, 1970.

I have the honour to inform you that His Majesty's Government of Nepal do hereby permit the United Mission to Nepal to continue the present activities in various parts of Nepal under the following terms and conditions.

1. The Mission agrees to confine their activities only in the field of education and health after the enforcement of this agreement.

The Institute of Technology and Industrial Development run by the Mission at Butwal may, however, continue its activities till the validity of this Agreement. The schools run by the Mission after 019/1/22/6 shall however cease to operate.

2. The Mission and its members shall, during their stay in Nepal, be subject to the laws and regulations of Nepal.

3. The various institutions run by the Mission shall be subject to the rules framed by the concerned Ministries or Departments.

4. All financial involvement in running the institutions shall be the responsibilities of the Mission.

5. The Mission shall not open any new institution or expand the existing institution without obtaining the prior permission of His Majesty's Government.

6. The Mission and its members shall confine their activities to the achievement of the objectives of the institution to which they are assigned and shall not engage in any proselytizing and other activities which are outside the scope of their assigned work.

For the purpose of this agreement, the members shall mean all the personnel or officers working under the Mission.

7. The Mission shall not dispose of their properties both movable and immovable either by sale or gift or any other manner to any juristic or physical person. Whenever such disposal would be necessary the Mission shall notify His Majesty's Government of Nepal in advance and act according to their discretion.

8. His Majesty's Government of Nepal reserve the right to nationalise any one or all of the institutions run by the Mission wherever they desire, the question of paying compensation for such nationalization shall only arise if it takes place within a period of five years from the date of signing of this agreement.

9. The Mission agrees to submit the report of their work done under this Agreement to the concerned Ministry or Department through Ministry of Foreign Affairs of His Majesty's Government of Nepal every year.

10. The Mission agrees to give preference to the Nepalese citizen for being employed in the paid posts of teachers, trained nurses, compounders, dressers and other medical and technical posts, etc. in the institutions.

11. In case of violation of this agreement, His Majesty's Government of Nepal may at any time notify the Mission to wind up its activities.

12. I have the honour to propose, that if these terms and conditions are acceptable to you, this letter and your reply note concurring therein shall constitute an Agreement between His Majesty's Government of Nepal and the United Mission to Nepal which shall enter into force on the date of your reply and shall remain valid for a period of five years unless terminated by His Majesty's Government of Nepal by giving three months notice in writing to the Mission or extended by His Majesty's Government of Nepal upon three months prior request of the Mission in writing before the expiry of such period of five years on the present terms and conditions or on such terms and conditions as may be laid down by His Majesty's Government of Nepal.

OUR UNITED MISSION

and

Sept. 1972

Jonathan Lindell

WORKING WITH THE GOVERNMENT

We have entered on a stretch of road in our history in Nepal in which, at several places, we are required by Government to conduct our work in different forms of increased cooperation with Government. The degree of our relationship with Government may vary considerably, from extreme to extreme, and at different stages in between. For many years the relation consisted of obtaining "Agreements" to be in the country and conduct certain projects, and reporting to Government what we were doing. This has often seemed difficult and restrictive. But having once obtained such agreements, in the actual undertaking of our work we have largely had a free hand. That has been one extreme, and of course we are still in this relation to Government. The extreme on the other side was when we were told to cease agriculture work and when Government nationalized the Mission farm in Amp Pipal. The nationalization of the farm meant that whereas the Mission had owned, staffed and managed it, we now moved out entirely and Government put in its people and took over completely.

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In between these extremes of/rather free hand in doing our work and total nationalization, we are nowadays in half a dozen situations where we are required to do our work in several kinds of close cooperation with Government. The Ministry of Health Services is giving us instructions and proposals in several of our health and medical projects which bring the Government into the project to a much greater extent than before. The new National Education System (1971) is affecting us profoundly in all our schools and training work. Government is moving right into these and taking over management, while allowing the Mission to continue to contribute volunteer workers and money. In most cases this development is still in the negotiating stage, or in the beginning of implementation. And the position of the Mission and of the Government is each may vary on some points. But the picture is one of greatly increased Government involvement and of the Mission changing to a form of cooperative aid.

We do have a rather clear picture of what this has meant in one project, in the Boys' Boarding School in Pokhara. The Mission never has owned it, but it has been heavily involved in management, staffing and capital building work. Formerly this was a private school, owned by a Nepali Committee, with the U.M.N. and I.N.F. invited to share in building and running the School. Under the new National Education System, the District Education Committee has replaced the former 3 parties in the management of the School, so the UMN now has no share in management. New agreements permit the Missions to continue to contribute staff and to continue to undertake the building program.

According to the Government schedule, our UMN Girls' High School in Kathmandu and the schools of the Gorkha Project will be brought under the new system in 1974. Each will have to get answers to many basic questions, and there may be variations in answer from school to school. Similarly the training element in BTI and the Nursing School in SBH are being shifted by Government into the new Education System. To repeat: We are in a stretch of road in which, at several places, we are being required to conduct our work in various forms of close cooperation with Government.

These are strong and wide-spread happenings in our Mission. They touch a great portion of our investment in Nepal, that is, of missionary personnel, capital property, and working money. We need to know with care what is happening and then to walk this road with the best possible light and grace. In this paper I would like to especially share some considerations in our thinking on the question: What do we do in these situations of increased Government involvement in the projects of the Mission? What attitudes do we take?

1. Part of planned development. To begin with we must do our best to understand what is happening in Nepal (Read Myrdal, "Asian Drama"). The people are emerging from mediavalism and building themselves into a new nation. By leaps and bounds the Government is growing and getting sophisticated. Like other Asian nations, Nepal sees the way to attain modernization and development as strong state planning and management. All agencies and institutions of society are taken in hand in this process. When the hand comes on us, it is not mainly a discriminatory action to terminate Christian missions. It is part of the policy for national development.

The process can be clearly seen in the field of education. In the past 20 years since Nepal started development, schools and forms of education have sprung up very rapidly until now there are thousands of them. The great mass of these schools, academic and vocational, have really developed as private institutions. They are the work of village committees, of citizen committees, of foreign aid projects, or of Christian missions. During this period the Government has laid down broad guidelines for educational development and has built the larger institutions. But the great mass of schools have been private. What has happened is that while Government has had only limited participation, education has been growing rapidly in a helter-skelter fashion, without sufficient rhyme or reason, with little coordination and control, and consequently not properly serving the interests of national development. The situation has gotten out of hand and approached what officials call "crisis dimensions in the nation". Something has had to be done. The answer has been intensive Government planning and management in the form of the new National Education System. According to this System the Government has not taken over ownership of the thousands of schools in the country. That has been left to their former local committees, and these also continue to have certain financial responsibilities. But Government has moved into greatly increased participation in the management and supervision and financing of education. It means the creation of a vast administrative structure to take over running of all all the schools, high and low, employing all teachers, revamping the examining system, setting up record-keeping, and sharing much more in the financing of education. The plan is highly ambitious, brave and reform-oriented. When fully implemented it will doubtless cause a tremendous surge of development.

In this total picture, the work in education by foreign missions is relatively small, with maybe 15 institutions, though some of these Mission schools are prominent, superior and well equipped. These schools, of course, along with the hundreds of others across the nation, must be brought into line and under the policies and rules of the new System for the larger national development. There is no room for private "free-wheeling" schools run by anyone in the new situation.

2. In the history of the world and of missions. Of course, throughout history it has been common to see ownership and management of personal possessions and property changing hands, in numerous ways and for various reasons. It is nothing new. In the history of the last 400 years around us here in Southern Asia, it has gone on in a vast scale. Right in our own time colonial governments turned over ownership and management and power in 8 large countries to their 700 million people. Some of it was by peaceful negotiation; some of it by war. Forms of this thing are happening constantly in the lives of people in the earth as they go through the changing vicissitudes of life - the inheritance that somebody didn't get; the pen which disappeared from the boy's desk in the school; the destruction and death of war. This kind of thing may happen to "any old body" in the earth.

And of course it happens to missions and missionaries too. I remember reading the story of Mrs. Rosalind Goforth in China losing her precious dining utensils to looting bandits, and the lessons she learned from the experience. Many are the similar stories told by China missionaries across a hundred years of missions in the tumultuous times of that country. They were drops in the bucket compared to the total take-over of all foreign missions from the land. Such a large nationalization of mission property has probably never occurred elsewhere in mission history.

3. Our personal difficulties. When the thing comes in close to home here in Nepal and touches me personally and my mission and colleagues, I have found that we missionaries (and I start with myself) sometimes have several difficulties. Some of these are:

- a) When we have been involved for some years in highly dedicated personal labor, with sweat and blood, to create and build up a useful project, it is extrmely difficult to turn over "our baby" to "foster parents".
- b) Our definition of Christian stewardship of money and goods entrusted to us hardly allows us to turn over that stewardship to someone else.
- c) Our highly motivated and dedicated sense of getting the work done properly makes it next to impossible for us to see how this can be accomplished by someone else.
- d) When we continue as simply secondary workers within a nationalized project we find it hard to live and work with that we consider uncertainties, lack

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alles gut verlaufen.

of answers to important matters, and mal-administration.

e) We find it inwardly difficult to live with the uncertainty and insecurity about our own personal future in the project and in the country when these things are not in our hands, or when time limits are not known. We have 'to plan!'

These and other similar problems seem to be built-in elements in the nature of the missionary and his mission. They can be exceedingly deep-seated and traumatic. The way we deal with these matters may affect our mission policy and our own personal faith and well-being.

4. Thinking toward answers. Earlier our questions were: What do we do in situations of increased Government involvement in the projects of the Mission? What attitudes do we take? Here are some thoughts in this discussion:

a) In our modern missionary movement in the world it has over the years become strongly customary that we own and manage our money and property and workers in a private way. Some won't do a thing unless they can do it that way. The conditions in which we have lived in this era of history have allowed this form to develop. But we are given no instruction that it must be that way. There may be many different ways and arrangements by which we as Christians can use our money and means in the mission of God in the world of which we are a part. We must be open about these matters, earnestly ask the Lord to lead us, and then what we do we must do in full faith and love.

b) In Nepal, where missions have entered relatively recently (1951), traditional lines have not been so strongly followed. From its beginning the United Mission existed in the country on a temporary basis, on renewed General Agreements with Government, and with an attitude of readiness to "roll with the ship" in the rapidly changing "current of the times" so far as its work is concerned in the country. The Mission document "Policy Guidelines for Future Planning" (Minutes book for April 1970, page 165) defines to us the attitudes we should have and the way we should try to walk in these matters of property, ownership, management, cooperation, etc. Some of its leading statements say, "It is the policy of the Mission to plan that future ownership and management of its institutions shall evolve into indigenous hands, either that of Government, or semi-Government, or private organisations... In the historical perspective the foreign mission has entered the country and helped to found institutions of Christian character and values which aim to meet needs in society, and then seek their perpetuation, not by the foreign missionary, but by indigenous resources as these can be found, developed and applied.... Replaced foreign personnel, in the policy of the Mission, should be appointed to other places of work in the country... Our view of our present situation and future prospects is that we want to continue to grow and work at our calling, to move on into new places and new work. Our policy is to continue with a flexible presence in the country, as permitted to do so."

c) We are Christians and we constantly go to Jesus Christ and the Bible to get and to improve our values and attitudes. It seems to me that we find clear and strong answers to our personal difficulties in the first principles of being a Christian and being a disciple of Christ in His mission. We may know these "first principles"; they may be "light" to us; but they will only change into the life of daily walk when we "die to self" and all its manifestations and become alive to Christ and His controlling spirit of love and giving.

d) So far, in my personal experience of walking the road of larger involvement with Government and others in the recent times and facing the problems involved, I have said repeatedly to myself that our UMN Policy Guidelines paper is right and the way for us to go; we should get it into our heads and blood so it becomes natural to us; it is the way we should follow Christ in love, giving, service and witness in our place and time. And I have prayed, "O Lord, change us so we can truly do it with love, faith and fruitfulness". I have found one teaching to me on this large subject in Jesus' words in Mark 2:20-21 where He speaks about holding wine in skins. I have read and searched commentaries to get the meaning of this difficult passage. So far it has said to me, "Be flexible so as to hold the wine of the Gospel and the things of the Kingdom of God in a variety of kinds of bags, as the situation may require".

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THE UNITED MISSION TO NEPAL AND "SALVATION".

Since the beginnings of work in Nepal, in 1953 and 1954, the United Mission to Nepal has carried on all its activities under the explicit terms of a General Agreement with His Majesty's Government. These Agreements have been 5- or 10-year agreements, and we are about half-way through our third General Agreement which is subject to renewal early in 1975, upon mutual agreement of HMG and UMN. The invitation and permissions from His Majesty's Government to the UMN to establish and carry on various projects in Health Services, Education and Technical Development are spelled out quite plainly in this Agreement.

These Agreements have given us a widespread, deepening and growing opportunity for work as a Christian mission here in Nepal. Such opportunity has been used to establish five hospitals in different parts of the country; the initiation of a Community Health Program, with stress on mobilization of local, human resources; the establishment of some UMN-owned and administered schools, and substantial staffing and funding assistance given to others; the opening of an Industrial Development Center, with on-the-job training, in the south-west. As the various projects in these several spheres of service have developed across the past 18 years, and as new opportunities have been added to the original invitations, personnel has grown from the few doctors and nurses who entered Nepal in 1953-1954 to over 180 workers. These doctors, nurses, teachers, engineers, administrators, etc. come from the 27 different member missions of the UMN, sent out from 12 different nations.

In thinking theologically about the deliberate, heavy involvement of UMN in social welfare and development projects in Nepal, the men and women of the Mission have asked the question, "What does this sort of involvement have to do with the Salvation which God intends for all men, for the people of Nepal?" In seeking an honest, satisfying answer to this question, it has helped us to remember that adequate interpretations of the term "Salvation" include the strong connotations of "health" and "wholeness". A thoroughly Christian view of "Salvation" should embrace the whole of human life and experience. Thus, it is not simply a kind, humanitarian purpose that the children of Nepal should have a wholesome, nutritious diet; that adequate medical care should be available to all; that knowledge and programs of community health should be given also to this people; that education should be every child's privilege; that maximum productivity in agriculture should come to the fields of Nepal; or that industrial and economic development, geared to real human needs, should be a part of Nepal's present and future. These are all a very real part of God's loving, liberating purpose for all men. To serve in projects of health care, education and technical/industrial development, that something of these purposes may be realized by the people of Nepal, is to bear witness to and help to effect a measure of the divine purpose to bring deliverance, health and "wholeness" to this land and people. The Christian should never be uncertain about this. To serve his "neighbour" in Nepal, Europe or North America, in the multiple purposes just enumerated, is to be a bearer of redemptive love to that neighbour. When Martin Luther wrote of the Christian's obligation to be a "little Christ" to his neighbour, it was exactly this ministry of compassionate, saving, healing, helping love which he had in mind. In the same vein, Luther's contemporary, Menno Simons, wrote in 1539, "...true evangelical faith cannot lie dormant. It clothes the naked. It feeds the hungry. It comforts the sorrowful. It shelters the destitute. It serves those that harm it. It binds up that which is wounded. It has become all things to all men". With this sort of saving ministry in mind, we have written into our UMN Constitutional statement of Purpose, II, A: "The purpose of the United Mission is to minister to the needs of the people in Nepal in the Name and Spirit of Christ, and...."

A new development which has put increasing demands upon us, but which also promises increasing opportunities, is the implementation, during this current school year, of a National Education Plan. This ambitious plan, with its excellent strong stress on vocational education, aims to bring all schools, colleges and training under uniform policy and administration. This is being done through the national University, and through District Education Officers and Committees, and the aim is to bring all schools in the nation into the Plan within five years. A boarding high school in Pokhara, in which the United Mission is a participating sponsor with generous commitments of staff and capital funds for a new campus, has already been taken up into the new Plan. All other UMN schools, in Kathmandu and in the central hills of the Gorkha District, will be taken up into the Plan and nationalized within three years. Our Shanta Bhawan School of Nursing, Kathmandu, has become a part of the University's Institute of Medicine. On-the-job training at our Industrial Development Center, Butwal, has become part of the Institute

of Engineering. . . . All of this means programs of service much more closely integrated with plans and programs of the Government. Eventually most, if not all, of these projects and institutions will become Nepali institutions. The United Mission to Nepal not only recognizes this "fact of life" in a rapidly developing country, but plans and aims for that special kind of transition and achievement. It remains to be seen how effectively and fruitfully we may continue to demonstrate the force and attractiveness of redemptive, saving love in projects and institutions where administration and authority are not held in missionary or Christian hands. But we believe that "bearing witness to the Saviour, Jesus Christ, by word and life" will still be a live option, a God-given opportunity for us as Christians, both Nepali and expatriate, in each new situation.

It is certainly true that the men and women of the UMN, through heavy involvement in programs of social service and development, have discovered something of the soteriological significance of compassionate service to our neighbor here in Nepal. However, the United Mission, in fellowship with the Church of Christ in Nepal, is also convinced that there is a deeper, more comprehensive, more far-reaching dimension to the Salvation which God offers to people in Nepal, as to people everywhere. That Salvation, as proclaimed by the apostolic witness found in the New Testament, foreshadowed and anticipated in the prophetic witness of the Old, is nothing less than the health of the whole man, spiritual "wholeness", including full forgiveness of sin, reconciliation with God, the gift of everlasting life which begins now through the presence of the Holy Spirit in the life of the Christian. This saving, redeeming, transforming power is offered to all men freely, solely through the mediation and merits of Jesus Christ, the Son of God and Saviour of the world. Through trusting faith in Him - as many Nepalis now testify - "everyone that believes is freed from everything from which you could not be freed by the law of Moses" - or of Muhammad, Krishna or Buddha! An alternate translation of this passage, taken from Good News for Modern Man, reads thus: "...everyone who believes in Him is set free from all the sins from which the law of Moses could not set you free". (Acts 13:38, 39). Men and women of the UMN, in common conviction with the young Churches in Nepal, are certain that both dimensions of God's Salvation - the social and the personal, the material and the spiritual, the temporal and the eternal - are vital to an effective and fruitful Christian witness. They believe, and must so answer to multiplying inquiries from students, friends and neighbours in Nepal as to the "How" of upright, moral, godly life and progress in a new nation, that the springs of both individual and social righteousness, the sources of justice, liberty and genuine development in a nation are found in the saving, liberating power offered to all men as a personal experience in the crucified, risen Saviour, Jesus Christ.

Upon such traditionally orthodox convictions, Paragraph six of the General Agreement between HMG and UMN places some unmistakable, though undefined, limitations:

"The Mission and its members shall confine their activities to the achievement of the objectives of the institution to which they are assigned, and shall not engage in any proselytizing and other activities which are outside the scope of their assigned work."

Because this restrictive paragraph is subject to a wide range of interpretation, a perennial debate goes on within the ranks of the UMN as to how strictly or liberally this limitation should be interpreted. This ongoing, very healthy debate usually reiterates at least three basic concerns:

These might well and do affect the debate

- 1) Are we being faithful in doing enough evangelism?
- 2) Are we being unwise and over-zealous in doing too much evangelism?
- 3) Are we honestly observing the limitations of our Agreement with HMG?

The debate has been fruitful in the production of a number of occasional statements and position papers seeking to answer these concerns, and to give direction to our workers in their daily ministry and witness. Because the men and women of the UMN live and work in Nepal under explicit limitations; because they are not permitted to engage in Church building work, or to preach openly in city bazar and mountain village; because many of the traditional forms of evangelism are forbidden to them; perhaps, for these very reasons, they have come to a surer, deeper perception of the Salvation of God than they had in their pre-Nepal days! They feel the opportunity to bear verbal witness to the compassionate, healing, forgiving, saving Christ - however limited that opportunity may be in the initial stages of mission in Nepal - is priceless, and must be both guarded and used with courtesy, tact, wisdom, compassion, consideration and zeal. It is their experience, and their continuing anticipation, that opportunities to bear such verbal witness to "Salvation through Jesus Christ" which arise out of the multi-faceted service offered in our UMN projects are both numerous and meaningful.

Finally, a word about the Church in Nepal: The Church of Jesus Christ, the bearer of God's Salvation in a lost, but loved, world, here in Nepal is independent of the United Mission and indigenous in administration, life and growth. Leadership in every area of the Church's life and ministry is in the hands of Nepali Christians. Men and women of the UMN enjoy the unique privilege of participating in the on-going life of the Church as ordinary members, with our Nepali brothers and sisters, of the Body of Christ. The Church's witness to the Salvation which is in Jesus Christ is in no danger of being labelled a "western/European" Gospel. God's saving love in Christ is proclaimed and demonstrated as a truly universal Salvation. Its benefits and graces, its transforming dynamic are as readily available to Nepalis as to Japanese, or Finns, or Americans or South Indians.

It is the hope and prayer, the patient, continuing purpose of this small infant Church, less than 20 years old, still "under fire" in this conservative Hindu kingdom, to obtain legal recognition as a minority religious community. Such recognition could be the first step toward a more open proclamation of the Salvation offered to all men in Christ!

F. Wilcox
Sept. 1972

Do Sünd ist typisch 'Wilcox': seine
echte Stellungnahme zu dem
Problem. Stolz!

Wenn der letzte Absatz tatsächlich
die einzige Hoffnung ist, die die
UN Näch, dann

N. KRISHNASWAMY & CO.
Chartered Accountants.

20/103, Gyaneshwar.
Kathmandu.
Nepal.

Eingangsen

27. JUL. 1972

AUDITORS - REPORT

To
The United Mission To Nepal,
Kathmandu

We have obtained all the informations and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit.

We have examined the annexed Treasurer's Statements of Receipts and Payments of General Funds and Capital Funds for the year ended 31st December, 1971 and the Balance Sheet as at 31st December, 1971, which are in agreement with the books of accounts maintained. In our opinion, the annexed statements of Receipts and Payments of both General and Capital Funds disclose a true and fair view of the transactions for the year 1971 and the Balance Sheet discloses a true and fair view of the state of affairs of the Treasurer's accounts of the United Mission To Nepal as at 31st December, 1971.

N. Krishnaswamy & Co.
Chartered Accountants

UMN BOARD OF DIRECTORS

Annual Meeting

March 23-24, 1972
Kathmandu, Nepal.

A G E N D A

1. Opening Devotions.

2. Schedule of Membership and Roll Call; Welcome to Visitors.

The UMN Board includes the following categories of members:

- a) Appointed representatives of member bodies (voice/vote).
- b) Co-opted members (voice, no vote).
- c) Ex-officio members (voice, no vote).

A quorum is half the total number of member bodies (½ of 26 - 13).

(See yellow sheet attached).

3. Fixing the Schedule: Thursday - 1.30 - 6 p.m. ?

Friday - 9 a.m. to 12 noon; 1.30 - 6 p.m. ?

4. Announcements.

5. Approval of the Agenda.

6. Confirmation of the Minutes of the last Board Meeting, March 1971.

7. Appointment of the Nominating Committee (For Executive and Finance Committees).

8. Review of the Division of Duties between the Board of Directors and the Executive Committee. A list of the duties of each of these administrative bodies is attached. (See page 113).

9. Receive Annual Reports and Financial Statements of the Projects, forwarded by the Executive Committee.

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Headquarters Report.	1
Special Projects Report.	7
Public Health Program Report	13
Tansen Area Report	15
Butwal Technical Institute Report.	21 & 57
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9a. <u>Annual Report to His Majesty's Government</u> , for information	81
10. <u>Minutes and Recommendations of the Workers' Conference</u> , presented by the Workers' Conference Representative, Mr. Larry Asher.	59
11. <u>Appointment of BTI Managing Board Members</u> . The BTI constitution requires the UMN Board to elect five members for one-year terms, provided they may be re-elected. One of these is to be nominated by the BTI Internal Coordinating Committee. The BTI Board nominating committee has nominated: UMN Executive Secretary (Rev. F. Wilcox); UMN Treasurer (Mr. I. Stuart); Mr. S. Ruchoniemi; Rev. P. Wagner. The BTI-ICC nominee is Mr. I. Colterjohn, with an alternative yet to be nominated.	
The BTI Board nominating committee has asked that Shri D. B. Thapa, legal advisor to the Nepal Industrial Development Corporation; Mr. S. J. Rana, Sahayak Anchaldhis, Lumbini Zone; and Mr. Jonathan Lindell be co-opted to serve one year on the BTI Board.	
12. <u>Appointment of Members to the Shanta Bhawan Hospital Managing Board</u> . The UMN Board is required to appoint (or elect) members to the Shanta Bhawan Hospital Board annually (elected members to the SBH Board hold office for two years). The SBH Board has nominated the following for Community Representatives:	
Mr. Lazarus N. B. Bhattari; Mr. Mani Harsha Jyoti.	

(These nominees would replace two incumbents, Dr. Rajbhandari and Miss Uma Das, whose terms have come to an end, and who have indicated they are unable to serve again at this time).

PERSONNEL MATTERS.

13. Appointment of UMN Treasurer. Mr. Stuart's three-year term as Treasurer ends this month, and Executive Committee has recommended his re-appointment for a further three-year term (EC(2)-48/71). Workers' Conference, (WC-14/72) also recommends the re-appointment of Mr. Stuart.
14. Appointment of Kathmandu Area Superintendent. Mr. Howard Barclay will retire from the UMN in July 1972, to take up a new post in Australia, and the Executive Committee has recommended that no appointment be made to this post at this time (EC(2)-52/71). Executive Committee felt that, since there seemed to be no one available for this post at this time, the Functional Secretaries concerned may be able to give needed assistance to the work in the Kathmandu area. Executive Committee felt strongly that the post should be retained, and the present decision to proceed without a Kathmandu Area Superintendent should be considered only temporary and experimental. The Workers' Conference, (WC-15/72), also recommended, as a temporary measure only, that no appointment be made at this time.
15. Appointment of Gorkha Area Superintendent. Mr. A. Voreland will leave for a one-year furlough in June, 1972. Executive Committee has recommended the appointment of Miss F. Swenson as Acting Area Superintendent during Mr. Voreland's absence (EC(2)-51/71). Workers' Conference concurred in this recommendation (WC-16/72).
16. Appointment of Tansen Area Superintendent. Dr. P. Dodson's three-year term of service ends this month. Executive Committee has recommended Dr. Dodson's re-appointment (EC(2)-49/71). Workers' Conference also recommended Dr. Dodson's re-appointment, but, in view of the Executive Committee action appointing Dr. W. Gould as Medical Director of Tansen Hospital, (EC(2)-50/71), recommended that the UMN Board consider giving a clear indication of the lines of authority for the Area Superintendent and Medical Director (WC-17/72).
17. Appointment of Education Secretary. To fill this post, soon to be vacated by Mr. H. Barclay, Executive Committee had recommended the appointment of Mr. J. Lindell (EC(2)-54/71). However Mr. Lindell has not felt it possible to concur with this recommendation, and has asked that, due to the pressing responsibilities he bears at this time as Project Director/Headmaster of the Nepali Aadarsa Vidhyalaya (Boys' Boarding School), he not be considered for this UMN Functional Secretary's post. Both the Administrative Committee and the Workers' Conference gave thoughtful consideration to Mr. Lindell's request, and recommends to the Board that Mr. Lindell not be appointed to this post, and that Miss M. McCombe be considered for this appointment (WC-18/72).
18. Appointment of Health Services Secretary. Dr. G. Mack's one-year term of service as Health Services Secretary ends this month. Executive Committee has recommended his re-appointment to the post for the remainder of his term in Nepal, till June 1973 (EC(2)-53/71). Workers' Conference also recommended Dr. Mack's re-appointment as Health Services Secretary till June 1973, with the conditions that: a) Adequate provision be made, if possible, to relieve Dr. Mack of some of the duties he is now carrying; and b) At no time should Shanta Bhawan Hospital be left without a Board Appointee surgeon.
19. Technical Services Secretary. Executive Committee has recommended that appointment to this post be deferred (EC(2)-56/71). Workers' Conference concurred in this recommendation. It is hoped that Mr. Odd Hoftun, newly-appointed Director of the Division of Consulting Services (EC(2)-46/71) will be able to care for some of the responsibilities in connection with new development work that would be borne by a Technical Services Secretary.
20. Resignation received. Dr. W. Gould as Consultant to the office of Health Services Secretary, in correspondence with the Executive Secretary.

OTHER MATTERS.

21. Constitutional Changes. Amendments to Constitution (UMN, Shanta Bhawan and Tansen Hospital, BTI) can only be made by the UMN Board. Recommended changes are presented as agenda items on supplementary pages (Pages 103, 114 and 115) for the following constitutions:
 - a) UMN Constitution (pp. 115 ff.)
 - b) BTI Constitution (pp. 103 ff.)
 - c) Tansen Hospital Constitution (p. 114).

22. Recommendation on Education of Missionaries' Children. The Workers' Conference recommends to the UMN Board the granting of permission to UMN parents to establish special tutoring arrangements for their children, under terms and conditions similar to those under which the present UMN Children's Hostel operates, as a special project, or projects, on different stations where the UMN families are resident. Such Special Projects, like the Children's Hostel, could be under the direct oversight of the Executive Secretary or someone appointed by him to report on such projects. (WC-9/72).

23. Recommendation regarding Lumbini Zone ANM School. Executive Committee suggests that UMN offer to cooperate with HMG in setting up a joint ANM School in Butwal, related to the HMG Hospital, Butwal, and to our UMN Hospital, Tansen, offering to second a Midwifery Tutor to the School, and facilities at Tansen Hospital for general training segment of the program. (EC(2)-5/71 a).

24. Recommendation regarding Butwal Outreach Program. Executive Committee recommends UMN cooperation with HMG in Community Health Outreach Program, based at the HMG Hospital, Butwal, for a limited time of 18 months, that being the length of time we can be certain of the availability of UMN personnel for such a program. Such a program would be under the supervision of the Tansen Area Superintendent.

25. Recommendations Regarding Future of Shanta Bhawan Hospital. A major recommendation to the UMN Board regarding Shanta Bhawan's future role in Nepal and the UMN, comes from the Executive Committee (EC(2)-11/71), and strongly urges a re-definition of the role of SBH, purchase of the present SBH property and buildings leading to development of a master-plan for development of that property. The Executive Committee, in that action, also recommended abandonment of the plan to build a new hospital at Surendra Bhawan.
Further discussion of this recommendation is found in the Shanta Bhawan Hospital annual report, p.35. The Shanta Bhawan Hospital Board recommends, in addition to the above recommendation, that the UMN Board approve purchase of the SBH property, on receipt of permission to purchase from HMG, preferably at a price of Rupees twenty lakhs (Rs.20,00,000.). (MB-4/72 b).

26. Recommendation regarding Okhaldhunga Project. Executive Committee has recommended to the Board that the UMN offer assistance to HMG in building and operating a 25-bed district hospital in Okhaldhunga (EC(2)-15/71,b). The possibility of such cooperation, though not at this time open to UMN, may be extended to us in the future.

27. Member Bodies presently not in active participation. Correspondence with two of our UMN member bodies not actively participating has brought the following responses:
a) American Friends Mission: Their South Asia Secretary has written that their Board has decided to withdraw from UMN membership until such time as they have funds and personnel to once again contribute to UMN work. They will continue to support UMN in prayer.
b) Central Asian Mission: In a similar reply, their Director has informed us of their decision to withdraw from UMN membership until they are again able to contribute funds and personnel.

28. Report on Relationship of the Church of North India with the UMN.

29. Report on UMN Educational Work, participation in Boys' Boarding School, UMN Education Conference, January 1972 (page 101).

30. Final Report on the Transfer of UMN Agriculture Project, Amp Pipal. (Page 27.)

31. New Statement on Witness in Nepal.

32. Election of Committee Members. Nominations presented by the Nominating Committee.

33. Other Business.

34. Dates of next meetings:

Finance Committee, November 1, 1972 (?)
Executive Committee, November 2 - 3, 1972 (?)

Finance Committee, March 1973.
Executive Committee, March 1973.
UMN Board Meeting, March 1973.

Closing.

Members of United Mission Board of Directors, 1972/73

1. American Friends Mission - None.
2. Assemblies of God - Rev. C. Greenaway (observer).
3. Baptist Missionary Society - Miss J. Knapman.
4. Bible & Medical Missionary Fellowship - Mr. M. Roemmele, Miss H. Quirk (absent), Miss D. Barker (alternate).
5. Central Asian Mission - None.
6. Christian Church (Disciples of Christ) - None.
7. Church Missionary Society, U.K. - Dr. J. Bavington, Miss M. James.
8. Church Missionary Society, Australia - Dr. J. Bavington, Miss M. James.
9. Church of North India - Rev. A. C. Dharmaraj (absent).
10. Committee for Service Overseas, Germany - Mr. M. Drewes, Dr. C. Kupfernagel.
11. Darjeeling Diocesan Council & Church of Scotland - Dr. D. D. Pradhan.
12. Free Church of Finland - Miss K. Kormu.
13. Gossner Mission - Mr. M. Seeberg.
14. International Christian University Church, Tokyo - Dr. Y. Furuya.
15. Japan Overseas Cooperative Service - Mr. K. Tamura, Dr. R. Miyake.
16. Mennonite Board of Missions & Charities - Dr. M. Kniss, Dr. H. S. Martin.
17. Regions Beyond Missionary Union - Dr. K. Sanders, Mr. H. O. Pritchard.
18. Swedish Baptist Mission - Miss E. Cederholm.
19. Swiss Friends Mission - Miss L. Ammann.
20. United Fellowship for Christian Service - Miss L. Chipley.
21. United Church of Canada - None.
22. United Methodist Church, USA - Dr. C. L. Joshi.
23. United Presbyterian Church - Rev. J. Alter, Dr. R. Fort.
24. Wesleyan Church of America - None.
25. World Mission Prayer League, Norway - Mr. A. Voreland.
26. World Mission Prayer League, USA - Rev. A. Berg, Rev. R. Hagen (absent).

Co-opted members:

27. Episcopal Church of USA - None.
28. Leprosy Mission - Dr. V. Das.
29. Mennonite Central Committee - Mr. V. Reimer.

Nepali Community - Rev. R. Karthak, Mr. P. Rai.

Ex-officio members:

Executive Secretary - Rev. F. Wilcox.

Treasurer - Mr. I. Stuart.

Education Secretary & Kathmandu Area Superintendent - Mr. H. Barclay.

Health Services Secretary - Dr. G. Mack.

Gorkha Area Superintendent - Mr. A. Voreland.

Tansen Area Superintendent - Dr. P. Dodson.

Workers Conference Representative - Mr. L. Asher.

ETI Board Representative - Mr. H. Milcke.

SEH Board Representative - Mr. P. Spivey.

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Butwal Technical Institute Report for 1971.

1) Insert as para 4, c:

Engineering Design Office.

This Department provides the mechanical departments with the required designs and shop drawings for their production. The larger share of the work is done for the Welding Shop. The department is managed by Mr. Ernst Gugeler, and employs one trainee and one detail designer. Early in the year the department successfully bid on a contract to design, manufacture, and supervise the erection of two steel footbridges, one 300 feet long, and the second 500 feet long. The 500 feet span bridge calls for use of a design concept as yet unused in this part of the world.

2) Insert in para 4, new d) (old c), add sentence:

Work during the year ranged from very large cylindrical tanks of 15,000 liters to hospital beds and general repair work.

3)

Manufacturing Account for the year 1971.

Manufacturing wages & salaries	226,517.66	Sales	714,552.40
Manufacturing supplies	122,222.38		
Manufacturing materials	<u>326,453.69</u>		
	675,193.73		
Less work in Process	- 74,088.30		
	601,105.43		
Repair & maintenance of equipment	6,519.65		
Do. workshop buildings	2,061.86		
Sawmill expenses	26,436.91		
1971 Gross Profit	<u>78,428.55</u>		
	714,552.40		714,552.40

Profit and Loss Account for the year 1971.

Office salaries	33,737.27	1971 Gross Profit	78,428.55
Office supplies	20,150.64	Income from sale of stock	95,983.81
Office repairs	485.27	Professional fees	7,064.29
Repair & maint. on residences, roads and water supply	21,995.16	House & water rent	5,525.00
Discount on sales	8,103.50	Miscellaneous income	5,162.55
Bank Charges	460.18	Vehicle, engine and power sale income -	
Publicity and miscellaneous	11,891.95	118,354.92	
BTI Board expense	6,111.60	Less expenses	<u>97,901.73</u>
Interest paid on savings	641.12	C. & F. income	
Training expense	16,935.41	1,227,092.87	
Depreciation:		Less expenses	<u>1206,522.23</u>
Building & equipment	52,565.00	20,570.64	
Sawmill	13,675.00		
Vehicles and engines	18,681.03		
Office building	5,000.00		
1971 Net Profit	22,754.90		
	233,188.03		233,188.03

Held in Kathmandu : March 2nd-7th, 1972

The Annual Workers Conference, 1972, was again convened in Kathmandu, and meetings were held in the Surendra Bhawan Hall of the Shanta Bhawan Hospital. Each week day was opened with a half-hour prayer meeting, followed by Bible Studies led by various members of the UMN. Business sessions were held for two hours each morning, and 1½ hours each afternoon. These were followed on most days by workshops in business/administration, health services, and education. Informal evening meetings were arranged for most evenings, which included the showing of slides, a survey of the Church in India by Dr. T. Mook, sharing of fellowship, and a Communion Service on the final evening. Members of the Conference took part in the various Sunday services in the city, and accepted an invitation from the American Ambassador to tea at her home one afternoon.

A special tribute of appreciation was paid to Mr. Howard Barclay, who has taken a very active part in the administration of the United Mission over a period of 12 years in Nepal. His leadership, formerly as Gorkha Area Superintendent, for a time as Acting Executive Secretary, and presently as Education Secretary and Kathmandu Area Superintendent, has made a greatly valued contribution to the work of the United Mission; and members of the Church, both foreign and Nepali, have enjoyed rich fellowship with him and Mrs. Barclay. We pray for God's abundant blessing upon them as they return to Australia this summer to take up further duties, and are confident of their continued fellowship with friends in Nepal.

Appreciation was also expressed to Miss Rachel Wolff, due to retire from the UMN in September 1972. We wish her blessing as she returns to USA after two terms of service as Hostess at Shanta Bhawan Hospital.

Greetings to Conference were received from Archdeacon and Mrs. John Reid of Sydney, Australia.

WC-1/72. Appointment of Chairman and Secretary. Mr. Howard Barclay was elected as Chairman of the business sessions, and Miss Betty Young as Minutes Secretary.

WC-2/72. Appointment of Workers Conference Representative to the UMN Board of Directors. A Nominating Committee, which consisted of Miss M. McCombe (Convener), Mr. S. Ruohoniemi and Mr. A. Voreland, made their recommendation to the Conference, which was accepted unanimously; Mr. Larry Asher was elected as Representative to the Board for the year 1972-73.

WC-3/72. Appointment of Workers Conference Representative to the Shanta Bhawan Hospital Board of Managers. The same Nominating Committee submitted its recommendation, and Miss M. McLean was appointed as Representative to the Shanta Bhawan Hospital Board for the year 1972-73.

WC-4/72. Project Reports. Members of the Conference had received copies of the written annual reports for the year 1971 before the Conference began. Verbal reports were also given on the various sections of the work as follows:

- a) Executive Secretary. Mr. F. Wilcox outlined the general situation and the position of the UMN in Nepal today. There has been progress and development in the country and the Mission, and we look ahead with our hope and confidence in God for the days to come.
- b) Headquarters. Mr. Wilcox, Canon S. Burgoyne and Mr. I. Stuart spoke briefly on different aspects of the work at Headquarters, and of the progress in planning vacation houses for UMN members. A Central Services Director is still being sought.
- c) Special Projects.
 - i) Padma Sadan. Mr. Spivey spoke of the wide open door of opportunity for work amongst the students who come to their home daily, and the need for more assistance in this ministry. Miss Kehrberg is expected to return from furlough in September.
 - ii) Building Department. Mr. Martyn Thomas reported on the work being covered, and on a new system of making charges to the projects.

Projects are urged to pay bills to the Building Department promptly, and the apparent need for working capital for the Department was discussed.

- iii) Tibetan Camp. Mr. A. Holm brought news of the work in Pokhara amongst refugees, which are decreasing in number. There have been gifts given and encouragements in the work, though many financial difficulties have still to be overcome.
- iv) Children's Hostel. Mrs. Cook extended a welcome to Mr. and Mrs. Newton, newly arrived in Nepal, who will be taking charge of the Hostel from June 1972. She also expressed gratitude to the various friends who had helped in different ways in the hostel, particularly during the time of her illness last summer.
- v) Communications Committee. 40 cassette playbacks have now been placed out, many of them in the hills, in addition to personally owned machines. The cassette library was brought to the attention of the Conference by Mrs. Barclay. A variety of recorded material is available, and has been used very profitably for fellowship and for teaching. Gramaphones also have their use in areas where playbacks cannot be placed at present. Mrs. Hagen later reported on opportunities for making radio broadcast tapes in Nepali and English used by FEBC, to which there has been an encouraging response.
Mr. Cook spoke of the need for better distribution of books, and for a careful analysis of sales. This would need to be done by trained personnel at the centre, and not by the distributors in villages.
- vi) Scholarship Committee. Miss D. Friederici reported that the work of the Committee had expanded considerably during the past year, and a big grant received early in 1972 has given further encouragement. Efforts are being made to give as many scholarship recipients as possible their training in Nepal or nearby. Project leaders are encouraged to send adequate references with application forms.
- vii) Travelling Eye Service. Dr. J. Moody gave a report on a trip made by request of HMG to Rukum, north Rapti Zone, in November 1971. The local people had arranged facilities very well, and the clinic was a marked success. Requests may be forthcoming for similar eye clinics in nearby areas.
- d) Public Health Program. Dr. N. Iwamura reported on the general situation of the Public Health work in the Mission, and individual projects enlarged on the work being carried on in their particular areas. The Family Planning program is now being emphasised by HMG. Dr. Iwamura underlined the principle that we should use local resources in people and money in the running of public health work, so that such projects may be continued by local administration after the UMN has gone. It was stressed that the purpose of the Public Health work is that as defined in Article II,A of the UMN Constitution.
- e) Tansen Area. Dr. Dodson spoke of some of the difficulties which the Tansen team had faced during the year, in financial matters, in dealing with newspaper articles, etc., but God had brought them through such times triumphantly. A big grant received for the building of the extension to the hospital has been a very real encouragement.
Miss G. Coventry reported on work in East Palpa, and the acceptance of workers into the village community. Miss I. Skjervheim told of her continuing midwifery and children's work, and assistance now being given at the government hospital. Miss A. Maw explained the setting up of new record systems for the area, particularly in relation to TB patients.
- f) Butwal. Mr. I. Colterjohn added some up-to-date news of the work of the Butwal Technical Institute, the Power Company and the Plywood Factory. Mr. H. Milcke has taken the position of Acting Director of the Project as from 1st March. The Board is working on a revision of the Constitution to incorporate the Division of Consult-

ing Services. The ITID will in future be known as the UMEDA (United Mission Economic Development Agency), and BTI as BAK (Butwal Audyogik Kendra). The granting of the Licence for the Plywood Factory is still awaited.

- g) Pokhara. Mr. L. Asher reported on progress in the school, and changes created by nationalisation of the school by HMG in December, 1971. The new year has begun with 150 students, of which 125 are in boarding. There is an acute shortage of building funds at present. The landscaping of the compound will emphasise native plants, trees and vegetation. Application is being made for permission for six vocational subjects to be introduced into the school: two lines each in agriculture, secretarial science, and industrial arts.
- h) Gorkha. Mr. A. Voreland represented the area in reporting on the work in general, and on the education program. It was emphasised that preparation should be made now for the introduction of the New Education Plan in a couple of years' time. Dr. H. Huston spoke of the work of the hospital during the past year, and Miss V. Collett outlined some of the problems which public health workers face in the villages, followed by a demonstration on the teaching of the necessity of toilet digging and fly control.
- i) Shanta Bhawan. Dr. G. Mack gave news on the progress of plans for the purchase of Shanta Bhawan and the making of the Master Plan for renovations. He also spoke of the possibilities of introducing teaching to courtesy staff on the functioning of medical staff committees of various kinds, for which there is an obvious need in Nepal. The first trainees for the Outreach Program should begin their course on 1st April, and the program is expected to go into operation by 1st May. Discussion followed on the problems and possibilities for the outworking of this program.
- j) Kathmandu Valley District Clinics. According to the present plans, this was the last report to be received from District Clinics as the program will be incorporated into the SBH Outreach Program from May 1972. Dr. J. Moody outlined the progress of the District Clinics from their inception, mentioning some of the people who have given much time and service to this work, and the varied aspects of work which have been covered across the years.
- k) Girls' School, Kathmandu. Miss M. McCombe spoke of the continued popularity of Mahendra Bhawan, and applications for enrolments which have to be refused. All of the 29 SLC graduates of last year have gone on for further education. The hostel has been short-staffed, but there is promise of more help this year. Mr. D. Johannsen reported on the progress of the building work, which should be completed next year.
- l) Bhaktapur Hospital. Dr. D. Roche shared the encouragement of the work of the hospital progressing and growing with enthusiasm, and of the addition of the first fully trained local nurse to the staff. The hospital was linked up to the main city electricity supply just before Christmas. This has proved to be satisfactory, though the costs of installation were high.
- m) Okhaldhunga. Miss H. Vitzthum represented the project, and spoke particularly of the new work which she has been able to develop in public health and for children. The possibility of cooperation with HMG in the establishment of a new District Hospital is still under discussion.

WC-5/72. New Projects. The Executive Secretary introduced various spheres of new or expanding work in the Mission, in its initial stages. These included:

- a) The Boys' Boarding School in Pokhara and the New Education Plan, which was covered by the Pokhara Report. A new agreement with HMG in connection with UMN and INF cooperation in the school is under discussion.
- b) The Butwal Plywood Factory Licence which is still awaited, and without which the work of the Factory cannot proceed.
- c) The Outreach Program in Lalitpur District, which is being undertaken

by Shanta Bhawan Hospital and has been reported on above.

- d) Lumbini Outreach program. Dr. S. Mogedal spoke of the opportunities which she has already found for assistance in clinics at the local hospital for children, ante-natal and TB patients. Permission is still awaited for the operation of a mobile team on survey and public health work.
- e) Lumbini ANM Training School. It is hoped that permission will be granted for a recognised ANM school at Butwal, the teaching to be shared by the hospital at Tansen. The students would receive midwifery training in Butwal, and general training in Tansen.

WC-6/72. Other Reports. Friends from areas of work outside the UMN also shared news and reports as follows:

- a) INF, Pokhara. Dr. G. Scott-Brown reported on the closing and re-opening of the clinic at Baglung, and of advance in Beni, and in cooperation with HMG in a TB survey in Kaski District. Patients are staying for shorter periods at Green Pastures. It is hoped to begin work on the building of a new hospital after the rains. Dr. Scott-Brown spoke of new lessons learned of faith in God and in His power to heal.
- b) Anandaban. Dr. J. Harris emphasised the encouragement the Leprosy Hospital team had received with the addition of the Patersons and then the Simroses to develop agriculture rehabilitation work. A new opening in Jumla was a further extension to the work, where there seems to be a high incidence of leprosy.
- c) Pyersingh. Miss H. Steele, who founded the dispensary in Pyersingh, reported on the work there, which has faced much opposition in years past, but has seen God's blessing through this past year. Miss Steele is now retiring, though the local people have shown a real desire for her to stay on. Canon Burgoyne led the Conference in a prayer of thanksgiving for Miss Steele's life and work in Nepal, and for continued blessing in the Church in the Pyersingh area.
- d) Jiwan Jyoti Prakashan. Miss D. Barker represented this printing and distribution centre in Darjeeling, and displayed some of the recent publications. She also gave details of a very successful literacy program which is being carried on in the Darjeeling District, and encouraged similar work to be done in Nepal. It was noted that HMG is also strongly in favour of development of literacy work.
- e) Himalaya Prakashan. Mr. R. Hagen told of the establishing of this publishing and distributing centre in Nepal during the past year. It is hoped that a licence will be granted for the importing of an offset printing press also. A shop in Bhotahity, Kathmandu has been rented, and will be known as "Pustak Pasal" (The Bookshop).

WC-7/72. Report from the Church. The Conference welcomed Pastor Robert Karthak, President of the Nepal Christian Fellowship, to one session, and received a report of the steady progress of the Church across the land. Plans are under way for the building of a new hostel in Kathmandu for students from the hills. 28 books of the Old Testament have now been revised, and it is hoped that the whole O.T. will be available by the end of 1973. The Conference noted with gladness that the three men imprisoned in December 1970 has been released early this year. The Pastors' Conference is scheduled for April 5-12 in Kathmandu, and the NCF Conference during Dasai in Gorkha. The Church looks to colleagues from other countries to join in fellowship and teaching and building up of young believers.

WC-8/72. Election of Committees. The following Committees were elected to serve for the year 1972-73:

- a) Children's Hostel: Mr. I. Stuart, Mr. B. Richards, Mrs. N. Mack, Mrs. A. Dickinson, Mrs. S. Thomas, Mrs. M. E. Burgoyne, Mr. H. Simrose.
Ex-officio: Mr. R. Newton, Mrs. L. Newton, Executive Secretary.
- b) Communications Committee: Mr. M. Thomas (Convenor), Mr. B. Richards, Dr. J. Dickinson, Miss B. Brunemeier, Miss J. Willmette, Mrs. F. Wilcox.
Ex-officio: Education Secretary.

c) Language Committee: Canon S.Burgoyne (Convenor), Mr.K.Khanal, Miss R.Overvold, Mrs.A.Dickinson, Miss M. McCombe, Dr.L.Nitschke, Mrs.P.Richards.

WC-9/72. Education of Children. The problem of providing adequate and suitable education for children of missionaries in Nepal was discussed, and a special meeting called for interested parents. The following recommendation was proposed by this meeting, and was confirmed by the Conference:

Whereas some UMN Board Appointee parents are desirous of making arrangements together at the various stations, and also cooperatively, for the education of their children; and whereas under the UMN Bye-laws the education of children is clearly a responsibility of parents and their supporting member bodies; and whereas the UMN has permitted the setting up of the UMN Children's Hostel as a Special Project:

It is hereby RESOLVED to recommend to the UMN Board that UMN parents be permitted to set up Special Projects for providing for the tutoring of their children under terms and conditions similar to those set forth for conducting the UMN Children's Hostel as a Special Project of the UMN, and to request the Executive Secretary to oversee such Special Project development either directly or through delegation to someone reporting to him on this matter.

It was reiterated that in the operation of the UMN Children's Hostel, parents are responsible for the running and financing of the Hostel, and the UMN has presented this project to the member bodies for support, and obtained visas for its staff. To date UMN missionaries have also been seconded for the work of Hostel Supervisors.

WC-10/72. Training of Nationals. Discussion took place on the importance of Nepalis in the various departments of work of the UMN. This task should be regarded as a part of our normal workload in our projects. Attention was drawn to the fact that this is emphasised in the UMN Constitution, and instructions are given in the approved Guidelines to set out clearly plans and budgets each year for such training. It was noted that people should be trained to fill posts which will be carried on by government after the UMN may leave, or to fill similar posts in other work.

WC-11/72. Single workers in isolated areas. It was agreed that it is against the policy of the UMN to place single workers alone in places of isolation, although this may have to be done for short, temporary periods. Such situations might well arise where workers are seconded to other projects. It was also noted that in other circumstances single workers are expected to live together in crowded conditions, and plans should be made to allow them more adequate living space. It was RESOLVED to request the Administrative Committee and Executive Committee to give consideration to this matter.

WC-12/72. Giving of material assistance. A full discussion took place on the problems involved in giving financial assistance to people in need, in relation to our responsibility to be ready to give such help at the right time. It was helpful to hear of the experience of other workers and churches in other countries on this subject. The Conference recognised that, while it was not possible to lay down set rules on the matter, two principles should be kept in mind, to be worked out in our projects and to enable us to act responsibly before God. These are:

- a) We must retain a sensitive conscience to the needs of people around.
- b) We must guard against the giving of financial aid as an easy way of quietening our conscience, and remember that each case must be given careful, thoughtful and responsible consideration and action.

It was RESOLVED to recommend that this matter be included in the course of orientation lectures to new missionaries.

WC-13/72. Working hours and leave for Board Appointees. The unavoidable discrepancy in the length of working hours for Board Appointees was discussed fully. It was agreed that no fast rules should be laid down on the matter, but that all Board Appointees must realise that they are expected to carry a full work load in their own particular jobs, and

must fulfil this conscientiously as committed Christians. Guidelines for annual vacations are laid down in the Bye-laws of the UMN; such vacations should be of a length and timing to fit in with the work of the project.

WC-14/72. Appointment of Treasurer. It was noted that Mr. I. Stuart's three year term as Treasurer ends this month, and that the Executive Committee had recommended his re-appointment for a further three years (EC(2)-49/71). The Conference RESOLVED to recommend to the Board the reappointment of Mr. Stuart for a further three-year term as Treasurer.

WC-15/72. Appointment of Kathmandu Area Superintendent. Mr. H. Barclay will be leaving Nepal in July 1972, and it was noted that the Executive Committee had recommended that no appointment be made to the post at this time (EC(2)-53/71). It is felt that there is no one free at the present time to carry this responsibility, and it is hoped that the Functional Secretaries concerned may be able to give assistance in the work. The Conference RESOLVED to recommend to the Board that, as a temporary measure only, no appointment be made at this time.

WC-16/72. Appointment of Gorkha Acting Area Superintendent. Mr. A. Voreland is due for a one year furlough in June 1972, and Executive Committee had recommended the appointment of Miss F. Swenson as Acting Area Superintendent during Mr. Voreland's absence. It was RESOLVED to recommend to the Board that Miss Swenson be appointed to this position.

WC-17/72. Appointment of Tansen Area Superintendent. Dr. P. Dodson's three year term of service ends this month. It was noted that the Executive Committee had recommended Dr. Dodson's re-appointment for a further three years (EC(2)-50/71), and had also appointed Dr. W. Gould as Medical Director of the Tansen Hospital (EC(2)-51/71), which appointment would probably take effect as from the autumn of 1972. It was RESOLVED to recommend to the Board that Dr. Dodson be re-appointed to the post of Area Superintendent for a further three year period, and that the Board consider giving a clear indication of the lines of authority for the Area Superintendent and Medical Director.

WC-18/72. Appointment of Education Secretary. Mr. H. Barclay will leave Nepal in July 1972. It was noted that the Executive Committee had recommended that Mr. J. Lindell be appointed to this post (EC(2)-55/71), but that Mr. Lindell had felt unable to concur with this recommendation for reasons which the Conference fully appreciated. After discussion, it was RESOLVED to recommend to the Board that Mr. Lindell not be appointed to this post in view of the heavy load of work involved in his vital role at this time in the N.A.V. (Boys' Boarding School), and that Miss M. McCombe be considered for this appointment.

WC-19/72. Appointment of Health Services Secretary. Dr. G. Mack's one year term of service as Health Services Secretary ends this month, and it was noted that the Executive Committee had recommended his re-appointment to the post for the remainder of his term in Nepal, till June 1973 (EC(2)-54/71). A full discussion took place on the problems involved in appointing one person to the two fulltime posts of Health Services Secretary and Medical Director of Shanta Bhawan Hospital. It was realised that further medical staff changes would be likely in the near future.

It was RESOLVED to recommend to the Board that Dr. Mack be re-appointed to the position of Health Services Secretary till June 1973, with the conditions that: a) Adequate provision be made, if possible, to relieve Dr. Mack of some of the duties which he is now carrying; and b) At no time should Shanta Bhawan Hospital be left without a Board Appointee surgeon.

WC-20/72. Technical Services Secretary. It was noted that the Executive Committee had recommended that appointment to this position be deferred (EC(2)-57/71). The Conference RESOLVED to endorse this recommendation to the Board.

WC-21/72. Business/administration Workshop. The workshop had been held on the first day of Conference. A study had been made of the presentation of budgets and statements, and discussion on relevant matters, but no new topics had been brought forward and no recommendations were put to Conference. This

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report was accepted with thanks.

WC-22/72. Health Services Workshop. The Health Services Workshop had been held for three sessions during Conference, the first two of which were of a clinical nature with speakers presenting helpful and informative papers on various topics. At the third session discussion had taken place on the necessity of the uniformity of job descriptions and job evaluations across the Mission. A recommendation from the Workshop was presented, and after discussion was confirmed by the Conference, as follows:

It was RESOLVED that all UMN medical institutions bring their salaries into line with the clearer definition of the existing scales which the Mission now has. To this end the Conference recommends that the Finance Committee favourably consider applications from projects for supplementary budget grants to cover increased salaries for the rest of this year.

This report was accepted with thanks.

WC-23/72. Education Workshop. Three sessions were held in the Education Workshop, where various subjects were discussed, and a number of recommendations put to the Conference. Each of these recommendations was dealt with in turn, and all were endorsed by the Conference. It was RESOLVED:

- i) To emphasise to the project leaders of Mahendra Bhawan School and the Gorkha Schools that they should prepare for the implementation of the pre-vocational subjects (in grade IV), and the more special vocational subjects (in grade VIII) under the HMG New Education Plan; especially in the line of teachers' qualifications and classroom (workshop) facilities. It should be noted that vocational training is a very expensive matter, which will in turn affect plans and budgets.
- ii) To give detailed information to the local School Committees about the HMG New Education Plan to be implemented, the necessary requirements and expenses from local resources involved.
- iii) To encourage teachers to develop and take more part in extra-curricular activities outside school hours.
- iv) To encourage a strong effort to be made in all UMN projects to introduce clubs for illiterate and newly literate adults. Nationals should be encouraged to lead these clubs, with the support of missionaries. These clubs should include reading, writing, discussion, current affairs, health, account-keeping, Bible study based on Christian books, agriculture, crafts, and projects.
- v) To encourage all UMN projects to appoint a person concerned with the area of adult education to communicate with Miss D. Barker of J.J.P.
- vi) To encourage the administration of UMN education projects to give consideration to releasing Board Appointee teachers (after 2-3 years experience in Nepal) at least part-time to enable them to assist other teacher employees as a form of in-service training.

This report was accepted with thanks.

WC-24/72. Public Health Guidelines. The instructions of EC(2)-60/71 and AC-22/71 were noted. It was reported that these proposed guidelines had not as yet been brought to the Public Health and medical projects as a whole. It was RESOLVED to appoint a committee, consisting of the Executive Secretary (Convenor), the Health Services Secretary, the Public Health Director and Miss Julie Willmette, to be formed to consider this matter, and to bring recommended guidelines to the Administrative Committee in the fall.

WC-25/72. Public Health Workers. Ref. AC-23/71. It was RESOLVED to request the appointed Committee, with the co-option of Miss Ruth Judd, to continue with work on the grading of public health workers, and to complete this task, conditional on the release of the new government salary scales.

WC-26/72. Pledge of loyalty to the King. It was RESOLVED that the following pledge be accepted and forwarded to His Majesty King Birendra:

"Whereas the United Mission to Nepal has received invitations and permissions from His Majesty's Government to serve in several projects in Nepal; and

Whereas through eighteen years of such service in many parts of the country, members of the United Mission to Nepal have come to feel that they are a very real part of the life of the nation; and

Whereas members of the United Mission to Nepal join the Royal Family and the nation as a whole in a sense of bereavement and loss at the untimely death of His Majesty King Mahendra Bir Birkam Shah Dev; and

Whereas members of the United Mission to Nepal also join the people of Nepal in thanksgiving for the presence of an able and competent heir to the throne in the person of His Majesty King Birendra Bir Bikram Shah Dev;

Therefore, be it RESOLVED that we of the United Mission to Nepal, meeting in annual Workers' Conference in Kathmandu, March 2-7, 1972, hereby whole-heartedly welcome the accession of Your Majesty Birendra Bir Bikram Shah Dev to the throne of the Kingdom of Nepal.

We take this opportunity to pledge our loyalty to Your Majesty, and to assure Your Majesty's Government of our continuing support. We will consider it both a privilege and a solemn responsibility to pray regularly that the Almighty God will bless you with physical strength, practical wisdom, and a lively sense of both justice and compassion for the effective rule of your people.

We consider it a unique privilege to live and serve among your people here in Nepal. It is a central purpose of the United Mission to Nepal, in its several projects in Health Services, Education and Industrial Development, to train and prepare Nepali citizens for positions of useful leadership in your growing, developing country.

May God grant Your Majesty long life, prosperity and success in the demanding tasks that lie before you!

Members of
THE UNITED MISSION TO NEPAL."

WC-27/72. Votes of thanks. A special vote of thanks was given to Mr. Barclay for his able chairmanship of the business meetings of Conference; also to Miss Young for her competent services as secretary.

Appreciation was also expressed to all who had had a share in arrangements for the accommodation and meetings of Conference; to the American Ambassador for her kind invitation to the Conference members to tea at her home on Monday afternoon; and to the speakers who led the morning Bible Studies.

The Conference was closed with prayer.

DIVISION OF CONSULTING SERVICES

UMEDA :

Plans and Budgets for 1972, as approved by BTI Board, 8 Mch. 1972

The Board RESOLVED to approve the following Plans, programmes and budgets for the Division of Consulting Services:

I Cooperation.

- a) The programme should be undertaken in the form of cooperative assistance to HMG and other organisations.
- b) UMN should seek to have the revised and renewed BTI-HMG Agreement amended to cover all such activities which may be a part of this programme.

II. Organisation.

- a) The new programme should be considered a development of the original ITID Agreement with HMG.
- b) In order to be able to handle this additional programme, a revised Constitution and Bye-laws are being presented to the UMN Board.
- c) The Divisions shall coordinate and cooperate in serving each other in such ways as are advantageous and according to their internal rules.

III. Personnel Requirements. The following are UMN approved posts for DCS:

- a) A Project Director.
- b) Advisor (Consultant) of Finance and Company Affairs.
- c) Advisor in Management.
- d) Advisor in Development Economics.
- e) Advisor in Industrial Engineering.
- f) Legal Advisor (who would probably be a Nepali).

IV. Finance.a) DCS Recurring Budget for 1972:

Income:		
UMN Treasurer		Rs.10,000.
Expenditure:		
Personal secretary for Mr. Hoftun	3,500.	
Office supplies, etc.	1,500.	
Rent to BTI for office and services	4,000.	
Travel	1,000.	
		10,000.

b) DCS Capital Budget for 1972:

Vehicle (duty free)	25,000.
Office equipment and furniture	25,000.
Quarters for 4 families, Butwal	120,000.
Investment in power supply (Another 500 kW instalment of Tinau project; transmission lines to Tansen and Bhairawa)	2,000,000.
	2,170,000.

Proposed Program for 1972. This is to describe some of the plans for an outreach program from Shanta Bhawan Hospital (SBH) which to begin with will be carried out in six areas. This will involve changing somewhat the emphasis of the present U.M. District Clinics program and bringing it administratively under the hospital.

The role of Shanta Bhawan Hospital has been re-examined in light of the new emphasis in missions and governments to concentrate more on public health measures and less on curative institutions. Our present position is that the SBH Board is suggesting to the UMN Board a slight modification of the role proposed by the UMN Executive Committee in November, 1971. The modified future role is as follows:

1. To assist the Lalitpur District Panchayat and other agencies in development of their comprehensive health care programs;
2. To operate a base hospital of up to 150 beds, including up to 50 private beds;
3. To train nurses for registration.

The financial guidelines for the outreach program have been given by the UMN Executive Committee as follows:

- a. The public health aspect of the project should, if possible, be eventually carried by a local source outside of the UMN.
- b. The curative aspect of the project should eventually become self-supporting.

The organizational elements in the SBH outreach program shall include at present:

1. The development of the Community Health program in Wards 1, 2 and 3 of the Lalitpur Town Panchayat. (SBH has also been requested to do the same in Wards 4, 5 and 6). These wards shall be served by a health post in Ward No.2 (Sanepa).
2. Assisting the Lalitpur District Panchayat in its development of a comprehensive health care scheme in the village panchayats in the areas around four health posts. (These shall include the health posts at or on the way to Bungmati, Chapagaon and Godavari, plus a new health post at Sanagaon).
3. The continuation and development of the clinic and health post at Pharping in the Kathmandu District.

Each health post will serve an area composed of four to six village panchayats or wards.

The functional elements of the SBH outreach program shall include at least the following:

1. Base hospital with a mobile advisory team.
2. Curative diagnosis and treatment shall be provided in clinics by local indigenous medical practitioners (preference to be given to those practising allopathic medicine). These will include medical doctors, registered nurses, compounders, auxiliary health workers, baidyas, jhankris, kabirajs, medical hall operators, etc. Medicines are to be made available by locally operated medical halls (private or cooperatively owned), or by local shops under the supervised drug scheme. Those patients who cannot afford to buy medicines shall be assisted (hopefully) by the local panchayat authorities, guthis or other welfare organisations.
3. Preventive and promotive functions shall be carried out largely on a house-to-house basis and include:
 - a. Maternal and Child Health including:
 1. Pre-natal examinations.
 2. Home delivery services.
 3. Under-five children's services.
 4. Teaching and demonstrations of good nutrition.
 5. Health education for individuals and groups.
 6. Family planning assistance and motivation.
 - b. Tuberculosis control including:
 1. Case finding by house-to-house visitation and sputum collection, and follow-up on defaulters on treatment.
 2. Bi-weekly treatment clinics providing injections and oral medication for sputum positive patients.
 3. Sputum examination by qualified health workers, whose results are checked from time to time by a laboratory consultant.

c. Health education including:

1. Presentations of good health practices to individuals or to groups by all health workers.
2. Assisting and encouraging school teachers in their teaching of health science subjects.
3. Development, procurement, distribution and demonstration of posters, booklets, movies, slides, cassette or tape recordings, flip charts and cards, flannelgraphs, puppets and other aids.

d. Sanitation and water supplies.

1. Trenches, latrines, toilets, septic tanks and sewage systems.
2. Clean and protected water supplies.

e. Vital statistics and reports.

1. Birth and death rates including maternal and infant mortality.
2. Communicable disease reporting.
3. Program reports of various kinds.
4. Financial reports of source and use of funds.

Primary attention shall be given to development and using women health aides (WHA) in the wards and the village panchayats served by the outreach program. Most of the preventive and promotive functions can be done best or as well by mature women, and on a house-to-house basis. These women health aides shall be regularly supervised, listened to, encouraged, and taught by the resident health workers in the health post. To the extent possible indigenous medical practitioners will be encouraged to do the curative work. At each health post location there shall be a resident auxiliary nurse-midwife (ANM), or a public health nurse (PHN), to supervise the work of the women health aides and to handle or refer difficult midwifery cases. The resident ANM or PHN shall also work with school teachers in the teaching of health subjects. A mobile team from SEH shall visit each health post at least once a week to carry out the following functions:

1. A physician to provide consultation and teaching to the person doing the curative work, and from time to time meet with the resident ANM or PHN and the WHAs on TB control measures.
2. An obstetrician or paediatrician to meet with the resident ANM or PHN together with the WHAs from the villages served by the health post, to listen to problems and provide teaching and encouragement. From time to time other consultants in child care, nutrition, pharmacy, health education, home science and laboratory procedures will be included in the discussions.
3. A sanitarian (or auxiliary health worker) to work with village authorities and/or individual villagers on sanitation and water supplies.
4. A public relations officer to make contacts with the Pradhan Panch, village secretary, school teachers and other influential community leaders in each village panchayat served by the health post concerned. She shall help to recruit the women health aides. Also she shall collect statistical and financial reports, audit procedures, check supplies and equipment and otherwise provide for administrative backing for the resident health workers and WHAs. She shall also assist in the liaison with the District Panchayat authorities. She shall motivate and encourage the village and district leaders to provide financial resources and otherwise to support the comprehensive health care program. She shall make written and oral reports on the progress and results of the program.
5. A driver to be responsible for the vehicles and to do sputum examinations and otherwise assist in the program.

WHAs will be recruited from the mature, influential women of the villages and wards. They should know how to read and write Nepali. If literate women cannot be found, it may be necessary to make some of them literate using the materials developed by Jiwan Jyoti Prakashan, Darjeeling. It is proposed to train the WHAs in all of the preventive and promotive functions mentioned above, and possibly in some simple differential diagnosis (so they can refer patients for curative treatment). (However, it is anticipated that the base hospital mobile team shall be primarily responsible for working with village or ward leaders on sanitation and water supplies, and also in setting up short courses for school teachers teaching health science subjects). The initial period of training for the WHAs shall be from four to five weeks at SEH, and SEH shall provide housing, board, pocket money and equipment. The curriculum and syllabus shall be developed. Learning will be

reinforced during the weekly visits of the mobile team as the WHAs tell of their problems, make suggestions and are otherwise involved in an in-service training situation. On completion of training each WHA shall return to her own village to work as a volunteer. After two months in their villages or wards, the WHAs shall return to SBH for a further period of four to five weeks of training. Also, each year groups of WHAs shall receive two-week additional training courses at SBH in order to become re-acquainted with the base hospital and learn new things. The formal training periods shall take place at SBH in order that the WHAs will absorb some of the attitudes concerning care of people and aseptic techniques, and so that their colleagues at the base hospital will be reminded of the important role being carried out in the villages by the WHAs.

The WHAs shall work in their own villages as volunteers. If local leaders are able to raise the necessary finances, they may become paid employees of the ward, village, or district panchayat as the case may be.

Those providing curative medicine shall be self-supporting, or become so as soon as possible. Local leaders shall be encouraged to provide for poor people requiring free medicines or nutritional supplements (particularly for malnourished children).

In time the expenses for the health post workers should become the responsibility of the district panchayat, the HMG Health Ministry or Home and Panchayat Ministry.

The matters of future ownership of the base hospital and providing for the expenses for its operation and for the mobile team are being worked on by the SBH Board.

The hospital staff shall assist in the training of the WHAs and other staff members and provide administrative support to the program. A person shall be assigned to give overall administrative direction to the outreach program.

The training of the WHAs shall begin in April, 1972 at SBH. The first group of 16 to 18 trainees shall be recruited from the village panchayats served by Bungmati, Chapagaon and Godavari health posts. In May 1972 a second group of trainees from the village panchayats served by Pharping and Sanagaon and the six wards in Lalitpur Town Panchayat shall begin their training at SBH.

It is proposed to terminate the present curative team services as supplied by U.M. District Clinics by 30th April, 1972. The reconstituted mobile team from SBH will begin visiting some of the areas in May 1972, and all of the areas from the middle of June, 1972.

Personnel requirements for Board Appointees are:

1. Administrator, Outreach program (Half time - needed immediately).
2. Physician (Half time from 1st May, and fulltime from middle of June, 1972).
3. Obstetrician or Paediatrician (Half time from 1st May, and fulltime from middle of June, 1972).
4. Public Health Nurse, Chapagaon (filled).
5. Auxiliary Paediatric Nurse, Bungmati (filled).

Proposed General Recurring Budget for 1972

Receipts:

UMN Treasurer **	Rs. 52,653.
Personnel Contributed Services	37,486.
	90,139.

** This is made up of the estimated unspent balance of the 1972 allocations to SBH Community Health Program, Wards 1, 2 and 3, Lalitpur Town Panchayat, and Kathmandu Valley District Clinics.

Payments:

Administration:

Salaries and allowances	1,152.
Supplies and Expenses	148.
Personnel Contributed Services	<u>10,764.</u>
	11,064.

Training Services:

Salaries and Allowances	3,000.
Supplies and Expenses	6,153.
Food	<u>10,200.</u>
	19,353.

Mobile Advisory Team:

Salaries and allowances	13,607.
Supplies and expenses	1,393.
Transport	8,000.
Personnel Contributed Services	<u>20,068.</u>
	43,065.

Preventive and Promotive Health Posts:

Salaries and allowances	6,571.
Supplies and expenses	1,869.
Rent	560.
Personnel Contributed Services	<u>6,654.</u>
	15,654.

90,139.

Capital and Designated Funds Budget for 1972

Two vehicles	100,000.
Subsidy for curative work (for 3 years)	12,000.
Assignment for WHAs	<u>17,000.</u>
	<u>134,000.</u>

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UNITED MISSION TO NEPAL

1/29 Thapathali,
P.O. Box 126,
Kathmandu, Nepal.

To:

Concerned Ministries and Departments,
His Majesty's Government,
Singha Durbar,
Kathmandu, Nepal.

Honourable Gentlemen:

Subject: Report of the Mission's Work in 1971

We consider it a privilege to submit our Annual Report for 1971 to you who bear responsibility for leadership and administration in His Majesty's Government here in Nepal. The activities and services carried out by the various Projects of the United Mission to Nepal throughout the past year conform to the terms of the General Agreement presently in force between His Majesty's Government and the United Mission, dated January 18, 1970. A copy of that Agreement is appended to this Report.

If further, more detailed reports are desired from any of the various UMN Projects, or if any Member of any Ministry or Department of His Majesty's Government would want to discuss any section of this Report in personal interview, we would be happy to comply with such a request. This Report is given under the following headings:

1. A Background Sketch.
2. The Mission's Headquarters Office in Thapathali, Kathmandu.
3. Financial support of the Mission's Projects and Institutions.
4. Investigations and negotiations for new or enlarged work.
5. The employment and training of national staff.
6. Health Services:
 - a. Tansen Hospital and Area Health Services.
 - b. Amp Pipal Hospital and Area Health Services.
 - c. Shanta Bhawan Hospital, Lalitpur.
 - d. Kathmandu Valley District Clinics.
 - e. Bhaktapur Hospital.
 - f. Okhaldhunga Dispensary.
 - g. Community Health Program.
7. Education Services:
 - a. Assistance in the Nepali Aadarsha Vidhyalaya, Pokhara (Boys' School)
 - b. Gorkha Project.
 - c. Girls' High School, Kathmandu.
 - d. Assistance in response to requests for aid.
8. Technical Services: Butwal Industrial Center, Butwal.
9. Transfer of Agricultural Project to HMG.
10. Plans for 1972 and Beyond.

Appendix: The present General Agreement between HMG and UMN.

The United Mission is deeply grateful for the large opportunity which has been given to its members to live and serve with the Government and people of Nepal. Being keenly aware of the responsibilities such an opportunity imposes upon us, we sincerely desire to conduct all of our work in such a way that it may be of enduring benefit to the people of the land.

With all due respect, I remain

Sincerely,

Frank Wilcox
Executive Secretary

1. A BACKGROUND SKETCH

The United Mission to Nepal is an organization comprised of several different Christian Churches from a number of countries, who have united together for the purpose of offering various services to the people of Nepal. The Mission entered Nepal in 1954 at the invitation of, and under agreement with, His Majesty's Government to undertake medical work in the Kathmandu Valley and Tansen. Subsequently other projects of service and development were negotiated and begun.

Agreements: The UMN carries on all its activities in Nepal under the terms of a General Agreement with His Majesty's Government. A five-year agreement marked the beginning of our work. That initial agreement was revised and extended for a period of ten years. We are now approximately two years through our third revision of the current General Agreement, a five-year revision which came into force January 18, 1970. This current General Agreement forms an appendix to this Report. UMN has also negotiated specific permissions and agreements for the new projects and institutions established or expanded during the years of its work in Nepal.

Personnel: During the 18 years that the Mission has worked in Nepal, it has appointed 240 professional overseas workers to posts of service in its projects, plus wives and children. They contribute terms of service varying from two to seventeen years. All are supported by church agencies in 12 different countries and sent to the UMN for appointment in Nepal as contributed, volunteer workers.

Finances. In the years of its service the Mission has spent nearly Rs. 3½ crore (\$ 3½ million) in its work in Nepal. About half of this amount has gone into operating budgets, half into capital development of buildings and equipment. None of these funds have been used to support foreign staff, since their salaries and allowances have been contributed by sending church agencies separately.

Projects: The Mission, by invitation and permission from HMG, has initiated projects in curative and preventive health, education and professional training, agriculture development, and technological and industrial development.

2. THE MISSION'S HEADQUARTERS AT THAPATHALI

The Headquarters office administers the work of the Mission through the guidance of the Executive Secretary, Treasurer, Personnel and Functional Secretaries and their staff. It supervises the Mission's workers throughout the land, and deals with HMG in all matters related to the projects of the Mission.

Certain essential internal functions of the Mission are also conducted here, e.g.:

- a) A Guest House for new workers where they take courses in language study and orientation.
- b) A Hostel for children of workers in remote areas, from where they attend schools in Kathmandu.
- c) A Building Department to assist projects in the planning and construction of new buildings.
- d) A supply Department which procures and forwards supplies to UMN mountain projects.

3. FINANCIAL SUPPORT OF THE PROJECTS OF THE MISSION

Over the years the Mission has assumed full financial responsibility for the work in all of its projects. In medical and educational institutions the Mission has followed the principle that the recipient should contribute toward benefits received insofar as possible. Therefore these institutions charge fees, as well as receiving subsidy grants from the Mission to help meet

operating expenses.

The Butwal Industrial Center (Butwal Technical Institute), a commercial production-cum-training project, is run on a self-supporting basis, with a subsidy from the Mission to cover maintenance costs of the foreign staff only... Costs of keeping the Mission's expatriate staff are borne outside of the regular budgets and treasury of the Mission; they are considered additional "contributed service". The Mission and its expatriate staff do not "make money" or take personal fees for services rendered. The Mission is a voluntary, non-profit organization which, by stated policy, freely contributes funds and workers to the running of all its projects in Nepal.

United Mission Financial Statement for 1971

I. General Operating Budgets of all Institutions:

Receipts:

From the Mission Treasury	Rs.1,046,538.55
From Fees and charges	2,342,341.52
Mission contributed staff services valued at salary scales of national replacements.	848,177.00
Total	Rs.4,237,057.07

Payments:

To operating costs and maintenance of all institutions and projects	Rs.3,200,242.49
As for Mission contributed staff services.	848,177.00
	4,048,419.49
Balance brought forward to 1972 budgets.	Rs. 188,637.58

II. Capital Budgets in all Institutions:

Receipts:

From Mission Treasury and Mission sources	Rs.2,853,486.25
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Payments:

To building work and equipment in all institutions and projects	2,194,800.21
Balance brought forward to 1972 budgets.	Rs. 658,686.04

4. INVITATIONS & NEGOTIATIONS FOR NEW OR ENLARGED WORK

During 1971 several items of United Mission business were before His Majesty's Government, some of which had been presented before 1971. The Mission also received a number of exploratory invitations regarding new work from local, district and central Government agencies this past year.

In response to these invitations, the United Mission took action:

- In the invitation to consider cooperation with HMG, the Department of Health Services, in building and running a 100-bed District Hospital in Bhaktapur, UMN decided that our resources are already taxed to the limit in financing, staffing and running two hospitals in the Kathmandu Valley; therefore we cannot accept this invitation at this time.
- In the matter of invitations to consider possible UMN involvement in a comprehensive Village Development Scheme in the Thankot-Nekab area; the construction of a new 25-bed Hospital, combining the HMG Health

Post in Rumjatar with the UMN Dispensary in Okhaldhunga; secondment of teachers to the Buling High School in East Palpa, it was decided to continue conversations toward possible UMN work in these projects.

- c) - In the cooperation of Shanta Bhawan Hospital with the Lalitpur District Panchayat in a Community Health Outreach Program; in a School for Auxiliary Nurse/Midwives in Lumbini Zone; and in a Community Health Outreach Program based at Butwal Hospital we are moving ahead and the prospects are encouraging.
- d) - Permission to purchase the property at Shanta Bhawan Hospital for the development of a Master Plan for the Hospital, the Nurses' Training School and the Outreach Program, has been applied for. This application was originally directed toward purchase of other property in the same area, but shifted to the Shanta Bhawan property this year when this property was offered for sale. . . Application for renewal of the Special Agreement with HMG for the Butwal Technical Institute has been applied for; reply is pending.

5. EMPLOYMENT AND TRAINING OF NATIONAL STAFF

At the end of 1971 there were over 750 nationals employed in the institutions of the Mission. Such employment is on the basis of contracts, including eligibility for Provident Fund and Health Insurance. It is both policy and practice in the Mission's institutions to replace foreign staff wherever it is possible to employ national staff.

During 1971 the training of nationals, in UMN institutions, or under UMN sponsorship, continued in the following ways:

- a) Many employees started work without knowledge or training for their job. They have been given on-the-job training extending over many months. This kind of in-service training continued through 1971 in UMN Projects.
- b) Professional training is given to students in the Nurses' Training School at Shanta Bhawan Hospital (40 students in 1971), and the Auxiliary Nurse-Midwife School at the UMN Hospital, Tansen (12 students in 1971).
- c) Four Nepali doctors were in residency training and practice at Shanta Bhawan Hospital during the year.
- d) Two doctors, sponsored by the UMN Scholarship Committee, began post-graduate studies in the U.K. in 1971.
- e) The Scholarship Committee sponsored 48 students with stipends for full-time professional study during 1971. Expenditure on these scholarships amounted to Rs. 122,830.00.
- f) The Butwal Industrial Center (Butwal Technical Institute) carried on its strong apprenticeship training program in several industrial trades. During 1971, 58 young Nepal men were enrolled as apprentice/trainees. Twelve young men completed their training and received Tradesmen certificates.

6 a. TANSEN HOSPITAL AND AREA HEALTH SERVICES

The volume of work at the base hospital at Busheldhara, just outside Tansen, steadily increases each year. With the development of good roads, patients are coming to the hospital from farther afield. Several members of the Nepali staff have been given specialised training, particularly in the fields of prosthetics, nursing and laboratory work.

The nurses training section is being upgraded, and negotiations are being carried on at present with HMG to integrate the latter into a Lumbini Zonal ANM School, with midwifery training and practice in Butwal. Leprosy treatments and research work continued throughout 1971, and prophylactic treatment has increased amongst the families and neighbours of patients in their villages.

The children's and midwifery work has been carried on as previously, with attendance at 130 midwifery cases, and assistant nurses from the hospital have received in-service training in this program. The addition of further foreign public health nurses to the total team in Tansen has enabled the community health/public health work to increase considerably, in cooperation with the local panchayats. The emphasis is on TB control programs, and on the training of Village Health Workers; and curative work is done on a small scale in villages of East Palpa far from the facility of the hospital.

Hospital statistics for the year were:

	<u>1969</u>	<u>1970</u>	<u>1971</u>
Inpatients	1,486	1,697	1,809
Outpatients	21,886	24,030	28,470
Surgical operations	1,470	1,416	2,076
X-rays	5,717	5,871	7,521
Laboratory tests			21,972

General Operating Fund Statement for 1971:a) Hospital:

Receipts:		
Grant from UMN	Nil	
Fees	239,772.69	
Sale of medicines	221,812.90	
Miscellaneous	19,974.43	
Service to Leprosy Dept.	7,000.00	
Value of UMN contributed staff	<u>99,410.00</u>	Rs. 587,970.02
Payments:		
Salaries	174,818.16	
Drugs	192,719.44	
Surgical, x-ray and laboratory supplies	63,297.51	
Miscellaneous administrative expenses	68,960.84	
Value of UMN contributed staff	<u>99,410.00</u>	598,568.95
Excess payments over receipts		<u>Rs.10,598.93</u>

b) Leprosy Department.

Receipts:			
Grant from UMN	24,200.00		
Gift	100.00		
Value of UMN contributed staff	<u>3,900.00</u>		Rs.28,200.00
Payments:			
Medicines	1,471.19		
Hospital treatment and shoes	6,239.00		
Miscellaneous administrative expenses	20,523.25		
Value of UMN contributed staff	<u>3,900.00</u>		32,133.44
Excess payments over receipts			<u>Rs. 3,933.44</u>

c) Children's and Midwifery work.

Receipts:

Grant from UMN	8,000.00
Sale of medicines	10,794.50
Fees for deliveries	2,487.00
Value of UMN contributed staff	<u>6,000.00</u>

Rs. 27,281.50

Payments:

Salaries	4,919.80
Medicines	4,760.76
Miscellaneous administrative expenses	2,828.77
Value of UMN contributed staff	<u>6,000.00</u>

18,509.33

Excess payments over receipts

Rs. 8,772.17

d) West Palpa Program.

Receipts:

Grant from UMN	6,000.00
Value of UMN contributed staff	<u>7,200.00</u>

Rs. 13,200.00

Payments:

Drugs	704.69
Salaries	3,139.95
Miscellaneous administrative expenses	2,056.78
Value of UMN contributed staff	<u>7,200.00</u>

12,301.32

Excess receipts over payments

Rs. 898.68

e) East Palpa Program.

Receipts:

Grant from UMN	6,000.00
Medicine sales and fees	10,556.50
Value of UMN contributed staff	<u>10,800.00</u>

Rs. 27,356.50

Payments:

Drugs and supplies	10,561.29
Salaries	1,028.75
Transport	5,114.65
Miscellaneous administrative expenses	889.38
Value of UMN contributed staff	<u>10,800.00</u>

28,394.07

Excess payments over receipts

Rs. 1,037.57

6 b. AMP PIPAL HOSPITAL AND GORKHA AREA HEALTH SERVICES

The UMN Community Service Program in the Gorkha District includes a small 15-bed hospital, with a busy out-patient clinic daily. During the year 1971 the building of this hospital was brought near to completion, and major items of equipment were obtained. It is hoped to finish the building and equipping during 1972.

Local young people were able to join an assistant nurses training course at the hospital in 1971 for the first time. It is hoped that most of these trainees will continue through part of 1972 also to complete their dressers training. Staff of the hospital have sought from the beginning to give health teaching to children in the local schools regularly. The addition of a surgeon to the medical staff, together with the completion of the operating room and equipment, has resulted in an increase in the amount of surgery done. It is hoped that this aspect of the work will expand considerably in the coming year.

A team of workers concentrating on community-public health has been developing plans and programs throughout 1972. These cover mainly:

- a) The beginning of a community health centre in Boragaon in the Palungtar Panchayat, with the excellent cooperation of the Panchayat members, covering a children's clinic, midwifery, and the beginning of an Under-Fives Club.
- b) A TB control program in the Amp Pipal Panchayat, with the training of local SLC pass boys for this program. Trips to villages in cooperation with the Family Planning centre in Gorkha have also been made during the year.
- c) Health education in schools for the students and also a seminar for teachers. The importance of fly control and latrine-making has been emphasised. This has been coupled with agriculture teaching in the schools, aiming towards better farming and better diets.
- d) Occasional trips are made to outlying villages for clinics. These are held at the invitation of the local panchayats, reaching people who could not make the journey to the hospital for treatment, and including health teaching to the patients and villagers.

Hospital statistics for the year were:

Out-patients	12,128
In-patients	790
Surgical operations	768

General Operating Fund Statement for 1971.

a) Hospital.

Receipts:		
Grant from UMN	30,000.00	
Fees	129,359.90	
Gifts	5,230.59	
Value of UMN contributed staff	<u>34,360.00</u>	Rs. 198,850.49
Payments:		
Salaries	43,608.40	
Drugs	66,682.61	
Medical and surgical supplies	22,708.92	
Miscellaneous administrative expenses	23,842.13	
Value of UMN contributed staff	<u>34,260.00</u>	193,101.06
Excess receipts over payments		Rs. 5,749.43

b) Community Health.

Receipts:		
Grant from UMN	3,600.00	
Fees, etc.	1,073.00	
Value of UMN contributed staff	<u>10,435.00</u>	Rs. 15,108.00
Payments:		
Salaries	3,456.62	
Miscellaneous	1,230.14	
Value of UMN contributed staff	<u>10,435.00</u>	15,121.76
Excess payments over receipts		Rs. 13.76

6 c. SHANTA BHAWAN HOSPITAL, LALITPUR

The Board of Managers of the Shanta Bhawan Hospital continued to direct the work of the hospital throughout the year, within the framework of the United Mission. Much thought and discussion was given to the future of the hospital and its role, by members of the staff, the several committees of the hospital, and the Board. Towards the end of the year decisions were made to carry out major renovations to the Shanta Bhawan building, and to re-define the role of the hospital as: (1) To be a base for an extended outreach program in community health care for the Lalitpur District; (2) To provide a high-standard nurses training school.

The hospital continued to offer services in outpatient and inpatient care, with a full range of supporting departments. A greater emphasis has been placed on out-patient care, and the average length of stay per inpatient has also been reduced. Arrangements have been made for a very limited number of courtesy staff to join the medical team, and during the year two such appointments were made. A central drug store was again operated from the hospital, serving the UMN medical projects in other parts of the country also.

Emphasis continues to be placed on the training of Nepali staff for the various departments of the hospital. Two Nepali residents departed to U.K. for further post-graduate training. Laboratory and x-ray technicians are receiving advanced training in India, and at the end of the year, after a period of training and experience, a former assistant took complete charge of the maintenance department. A very high percentage of the nursing staff is Nepali, and teachers in the Nurses Training School are now receiving postgraduate training in India. Other staff are benefitting from in-service training at the hospital.

Enrolments for the Nurses Training School have increased, and an informal request from HMG to consider the possibility of increasing the size of the school has emphasised the importance of this work. It is hoped to build a new school and hostel on the Shanta Bhawan grounds. All students in the 1972 senior class graduated successfully.

Community health care has been undertaken in Wards 1, 2 and 3 of the Lalitpur Nagar Panchayat. This includes TB control with door-to-door visitation, an immunization program with a child welfare clinic, and health lectures in schools which 1800 students have attended. Plans are under discussion with the Lalitpur District Panchayat for cooperation in a community health care program covering the District, and incorporating the present work of the UMN Kathmandu Valley District Clinics.

Hospital statistics for 1971 were:

	<u>1969</u>	<u>1970</u>	<u>1971</u>
Inpatients	2,791	2,604	2,262
Outpatients	46,108	47,277	44,491
Surgical operations	1,134	1,077	1,100
X-rays	11,344	7,388	7,869
Laboratory tests	55,756	44,667	38,863

General Operating Fund Statement for 1971.

Receipts:

Grant from UMN	388	300.00
Fees	1,072.977.33	
Gifts	162,460.10	
Value of UMN contributed staff	204,096.00	
		Rs.1,828,833.43

Payments:

Salaries and wages	453,559.04
Drugs and medical expenses	243,537.93
Surgical, x-ray and laboratory supplies	197,701.66
Miscellaneous administrative expenses	403,185.87
Training programs	127,797.80

Community health program	9,947.42
Value of UMN contributed staff	<u>204,096.00</u>
	Rs.1,639,925.73
Excess receipts over payments	<u>Rs. 188,907.70</u>

6 d. KATHMANDU VALLEY DISTRICT CLINICS

The four centres at Pharping, Chapagaon, Bungmati and Godavari operated throughout the year, with resident staff at each place carrying out a local family health care program, and visiting teams from the centre once or twice a week to hold clinics. The Well-baby clinic formerly held at the centre in Surendra Bhawan has now become the responsibility of the Lalitpur Panchayat, and the Kalimati Clinic is being undertaken by another organisation.

While the basic program of the District Clinics has continued, the work has not been expanded in any way. In November 1971 the decision was made to amalgamate the District Clinics program with that of the Shanta Bhawan Hospital in its proposed extended Outreach Program in Lalitpur District, in cooperation with the District Panchayat.

Statistics for the year 1971 were:

Chapagaon	7,273
Pharping	4,202
Godavari	2,119
Bungmati	5,151
Total	<u>18,745.</u>

General Operating Fund Statement for the year 1971.

Receipts:	
Grant from UMN	80,000.00
Fees	28,142.63
Gifts	12,097.76
Value of UMN contributed staff	<u>24,600.00</u>
	144,840.39
Payments:	
Salaries	53,927.94
Drugs and supplies	73,317.96
Miscellaneous administrative costs	48,781.11
Value of UMN contributed staff	<u>24,600.00</u>
	130,627.01
Excess receipts over payments	<u>Rs.14,213.38</u>

6 e. BHAKTAPUR HOSPITAL

The routine outpatient, inpatient and T.B. work which was reported last year has continued in the Bhaktapur Hospital. A significant advance has been made in the Community Health program, where an enlarged team has undertaken health teaching in the hospital and in schools and villages, and has organised increasingly large Under-Fives clubs for children. This team has also begun a health and TB survey in Bolache Tole, an area of the town close to the hospital.

A start has been made on the proposed building improvements to the hospital, and one staff house is finished. The laboratory technician has

returned to the hospital after a period of training, and the first fully-trained local nurse joined the staff after graduating from the Shanta Bhawan Nursing School.

Hospital statistics for 1971 were:

	1969	1970	1971
Outpatients	17,754	16,744	17,039
Children's Health Clubs	-	2,146	5,230
Inpatients	902	908	912

General Operating Fund Statement for 1971.

Receipts:

Grants from UMN	49,100.00
Medicines and fees	109,818.48
Refunds and gifts	14,149.74
Value of UMN contributed staff	<u>40,758.00</u>

Rs. 213,826.22

Payments:

Salaries	53,136.80
Medicines and supplies	76,803.71
Miscellaneous administrative expenses	51,997.62
Value of UMN contributed staff	<u>40,758.00</u>

222,696.13

Excess payments over receipts

Rs. 8,869.91

6 f. OKHALDHUNGA DISPENSARY

The work at the dispensary in Okhaldhunga has operated without any major changes through 1971. The numbers of staff and patients are much as in 1970, although the quality of services offered have been improved by the addition of a qualified laboratory technician and the purchase of an xray machine.

The appointment of a public health trained nurse to the team has resulted in a significant enlargement of community health care work covered in the local area. In cooperation with HMG medical officials, home deliveries, Under-Fives clinics, house-to-house HCG programs, TB follow-up programs, and health education in schools have all been undertaken.

Assistant nurses training is given in the dispensary, with experience in the public health work also; and an assistant is receiving in-service training in the laboratory. In March 1971 a short health training course, organized by the Health Committee of the District Panchayat afforded opportunity for UMN staff to offer assistance in teaching the trainees representing 12 village panchayats.

General Operating Fund Statement for 1971:

Receipts:

Grant from UMN	1,614.48
Fees	37,906.40
Value of UMN contributed staff	<u>17,160.00</u>

Rs. 56,680.88

Payments:

Salaries	21,173.08
Drugs and equipment	24,022.10
Miscellaneous administrative expenses	14,148.07
Value of UMN contributed staff	<u>17,160.00</u>

76,403.25

Excess payments over receipts

Rs. 19,722.37

6 g. COMMUNITY HEALTH PROGRAM

The United Mission has a Community or "Public Health Program" which consists of a small team of specialists working as mission-wide advisors and coordinators of the community health work being carried out in different areas under the various medical projects. These operate in Okhaldhunga; Shanta Bhawan Hospital, Lalitpur; Kathmandu Valley District Clinics; Bhaktapur Hospital; Gorkha District; and Tansen, Palpa District, by staff resident in these places. The UMN Public Health Director, Dr. N. Iwamura, has assisted in all this work with advice and in close liaison with HMG Department of Health Services.

TB case-finding and control programs are carried out in each area, and in different places, according to the immediate need, emphasis is put on Family Planning, Maternal and Child Health Clinics, Under-Fives Clubs, inoculation programs, teaching in schools, training of health workers, etc.

During the year two UMN Conferences were held which centered around Community Health Care. Guest speakers from HMG, WHO and organisations with much experience of this work in other countries, were much appreciated, and UMN workers gained from their experience and advice.

General Operating Fund Statement for 1971.

Receipts:

Grant from UMN	15,245.68
Value of UMN contributed staff	<u>9,600.00</u>
	Rs. 24,845.68

Payments:

Salaries	5,273.30
Travel	5,241.50
Medicines	1,836.63
Miscellaneous administrative expenses	3,705.87
Value of UMN contributed staff	<u>9,600.00</u>
	25,656.30

Excess payments over receipts	<u>Rs. 810.62</u>
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7 a. ASSISTANCE IN THE NEPALI AADARSHA VIDHYALAYA, POKHARA

During the year this boys' Boarding school in Lama Chaur, two miles north of Pokhara, continued to run under the management of a Board of Nepali citizens, with members of the United Mission to Nepal and of the Shin-ing Hospital, Pokhara giving assistance in the form of administration, teaching staff and financial aid. There were approximately 100 boys enrolled at the school, and for the first time Class X was added, making it a complete High School. The first students sat for the SLC examination in early 1972.

The United Mission has contributed teaching staff in academic and vocational subjects, a school nurse, librarian, hostel supervisor, business manager, and engineers to supervise the building of the big new campus. Several buildings were completed during the year; the first hostel was in use from February onwards. By the end of the year a second hostel was ready for use, and the first block of permanent classrooms. A large team of workmen was engaged on this project, which is being largely financed from Holland.

The major event of the year was the implementation of the HMG New Education Plan in the Kaski District, which included this school. On December 16th, the new school year opened with the school under the management of the District Education Committee. The United Mission to Nepal deeply appreciates the opportunity to continue in the task of assisting to build up this school to

maturity, and to help train young Nepalis to be useful and fruitful leaders of their country in the coming years.

General Fund Statement for 1971:

Receipts:		
Fees from students	112,987.35	
Gifts	<u>5,566.69</u>	
		Rs.118,554.04
Payments:		
Salaries, boarding, maintenance, etc.	117,291.38	
		<u>Excess receipts over payments</u>
		Rs. 1,262.46

Capital Fund Statement up to 31.12.71.

Receipts:		
Dutch Government	1,883.165.20	
Other donations per UMN	461,221.45	
For Agriculture program, per UMN	<u>115,210.80</u>	
		Rs.2,249,597.45
Payments:		
General building	1,867,111.58	
Agriculture program	<u>111,883.68</u>	
		1,978,995.26
		<u>Balance in hand as of 31.12.71</u>
		Rs. 480,602.19

7 b. GORKHA PROJECT EDUCATION PROGRAM

The United Mission has again given assistance to nine schools in the Gorkha District in the form of administration, some teaching staff and some financial aid, including three middle schools, four primary, and two high schools. One of the high schools, in Luitel, is run entirely by the United Mission; the other is not administered in any way by the Mission, but three teachers are seconded to the staff, in Jaubari. In the first-mentioned 8 schools, there was a total of 1481 students.

Efforts are being made to encourage teachers without proper qualifications to up-grade their training, in accordance with the New Education Plan. It is hoped to further prepare for the implementation of this Plan in the Gorkha District by introducing vocational and pre-vocational subjects during 1972.

Luitel High School again recorded 100% success in their SLC results in 1971, with two First Divisions. The school was gratified to receive an award from His Majesty's Government of Rs.2,000/- in recognition of these results. The students are taking a live interest in landscaping the surrounding area and planting fruit trees, with the cooperation and help of the local Panchayat. Sports are encouraged in Luitel, as in all the other schools where the UMN is assisting, and inter-school competitions are held regularly.

General Operating Fund Statement for 1971.

a) District Schools (i.e. Primary and Middle).

Receipts:		
Grant from UMN	84,000.00	
Fees	40,177.94	
Value of UMN contributed staff	<u>17,640.00</u>	
		Rs. 141,817.95

Payments:		
Salaries	114,516.00	
School supplies	2,204.30	
Miscellaneous	993.08	
Value of UMN contributed staff	<u>17,640.00</u>	
Excess receipts over payments		Rs. 135,354.37
		<u>Rs. 6,463.58</u>

b) Luitel High School.

Receipts:		
Grant from UMN	21,000.00	
Fees	14,199.94	
Value of UMN contributed staff	<u>5,000.00</u>	
Payments:		Rs. 40,199.94
Salaries	30,699.51	
School supplies	2,143.27	
Miscellaneous	860.60	
Value of UMN contributed staff	<u>5,000.00</u>	
Excess receipts over payments		38,703.38
		<u>Rs. 1,496.56</u>

7 c. GIRLS' HIGH SCHOOL, KATHMANDU

The Mahendra Bhawan Girls' School in Kathmandu has operated for another year with an increased enrolment of girls in the hostel and on the day-school roll. The school year ended with 607 students in the total school, of which 160 lived in hostel. Mahendra Bhawan enjoys a good reputation, and applications for new enrolments have to be constantly refused for lack of space and facilities.

The high academic standard of the school was reflected in the SLC results of 1971, when 29 girls passed, one of them placed Board 8th; and the school was granted an award of Rs.10,000/- from His Majesty's Government. This sum has been placed on fixed deposit, and the annual interest will be used on special projects to improve the teaching facilities. Students have again been very successful in sports competitions, and educational trips, films and current events have added interest and quality to the classroom work. Preparation is being made for the introduction of the New Education Plan in 1974.

The large building program begun some years ago is now nearing completion, and significant progress was made during the year 1971. The girls enjoy working in these new facilities, and it is hoped that the program will be completed in 1972.

General Operating Fund Statement for 1971.

Receipts:		
Grant from UMN	53,000.00	
Fees	50,436.35	
Exam fees	1,760.05	
Value of UMN contributed staff	<u>13,000.00</u>	
		Rs. 118,196.40

Payments:	
Salaries	87,056.11
Miscellaneous	12,139.64
School supplies	1,900.44
Value of UMN contributed staff	<u>13,000.00</u>
	Rs.114,096.19
Excess receipts over payments	<u>Rs. 4,100.21</u>

7 d. ASSISTANCE IN RESPONSE TO REQUESTS FOR AID

Not infrequently the Mission receives requests from other agencies or institutions to send someone to assist in their work. In 1971 the Mission received an urgent request from the local Panchayat in Buling, East Palpa, to second two qualified teachers to the local high school in Buling. The UMN application for permission to send the teachers is still awaiting a reply.

Miss Kehrberg continued her teaching work at Padma Kanya College until May 1971, when she left the country for home leave. In response to a request from the Nepal Red Cross, Mr. and Mrs. Asbjorn Holm have continued their work, as agricultural advisor, among people of one of the Tibetan villages in Pokhara, work carried out in cooperation with the U.N. High Commissioner for Refugees in Nepal. Mr. Holm has been encouraged to see the establishment and successful operation of a chicken project amongst the refugees in the village.

8. BUTWAL INDUSTRIAL CENTRE (BUTWAL TECHNICAL INSTITUTE)

The UMN Industrial Centre in Butwal has continued to operate throughout 1972 as an industrial agency, including workshops in various industrial arts in which young men receive apprenticeship training and qualify at the end of four years. The workshops make products for sale, undertake jobs for customers, and jobs for other departments of the Centre. These shops include:

1. Woodshop, with logging and sawmill.
2. Machine shop, with welding and engineering office.
3. Auto Shop.
4. Electric Shop.
5. Building Department.
6. Engineering Design office.

Apart from the workshops and training programs, a central business office, with clearing and forwarding agency, etc. also serves the whole project, and trainees are taught business methods, accounting, stock-keeping and so on in this department. Mr. Komal Joshi, Public Relations and Marketing Officer, is an important liaison officer between the internal working of the Institute and His Majesty's Government and the general public, and his services are much appreciated. By the end of the year the Institute employed 112 workers, excluding those listed under the Power Company. The value of UMN contributed staff was Rs.165,000.

An important event for the Centre in 1971 was the securing of a contract to design and build two bridges in Nepal, one 300 ft. and one 500 ft. The latter called for a design concept as yet unused in this part of the world.

Closely associated with the Industrial Centre is the Butwal Power Company

Private Ltd. In June 1971 the then Honourable Minister for Water and Power, Shri Navaraj Subedi, inaugurated the 50 kW first stage of the power station, which had been in actual operation for some months previously. 220 customers are making use of the available power, apart from the Industrial Centre. Plans approved for the Company provide for an installed generating capacity of 450 kW by mid-1974, and an ultimate total of 1,000 kW in 1976.

The Plywood Factory reported on in 1970 has made steady progress in construction, and by the end of 1971 was ready to go into operation. However, such operation will not be possible until His Majesty's Government grants a Licence to the Factory. Following this, it is planned to form a private limited company for the Plywood Factory, and the United Mission looks forward to assisting in building up this project to maturity in the development of industry in Nepal.

Manufacturing Account for the year 1971.

Manufacturing wages & salaries	226,517.66	Sales	714,552.40
Manufacturing supplies	122,222.38		
Manufacturing materials	<u>326,453.69</u>		
	675,193.73		
Less work in Process	- 74,088.30		
	<u>601,105.43</u>		
Repair & maintenance of equipment	6,519.65		
Do. workshop buildings	2,061.86		
Sawmill expenses	26,436.91		
1971 Gross Profit	<u>78,428.55</u>		
	<u>714,552.40</u>		<u>714,552.40</u>

Profit and Loss Account for the year 1971.

Office salaries	33,737.27	1971 Gross Profit	78,428.55
Office supplies	20,150.64	Income from sale of stock	95,983.81
Office repairs	485.27	Professional fees	7,064.29
Repair & maint. on residences, roads and water supply	21,995.16	House & water rent	5,525.00
Discount on sales	8,103.50	Miscellaneous income	5,162.55
Bank Charges	460.18	Vehicle, engine and power sale income -	
Publicity and miscellaneous	11,891.95	118,354.92	
BTI Board expense	6,111.60	Less expenses	<u>97,901.73</u>
Interest paid on savings	641.12	C. & F. income	,1227,092.87
Training expense	16,935.41	Less expenses	<u>1206,522.23</u>
Depreciation:			20,570.64
Building & equipment	52,565.00		
Sawmill	13,675.00		
Vehicles and engines	18,681.03		
Office building	5,000.00		
1971 Net Profit	<u>22,754.90</u>		
	<u>233,188.03</u>		<u>233,188.03</u>

9. TRANSFER OF AGRICULTURE PROJECT TO HMG

In 1970 the Agriculture Department of HMG had promised that staff members of the Gandaki Zone Agricultural Development Project, with headquarters at Khaireni, would come to Amp Pipal to take over the UMN Agricultural Project. In preparation for this anticipated transfer, the Amp Pipal farm was kept in good condition, with crops and animals cared for by Board Appointee and Nepali farm staff. There were several delays in the timetable leading up to the transfer, but on July 31, 1971, in a formal ceremony in Amp Pipal, officials of the Department of Agriculture, HMG, received the UMN Agriculture Project, including buildings and several items of equipment. It is hoped that the Agriculture Project at Amp Pipal will continue to be of service to people of the local community and also to the larger community of the Gorkha District.

10. PLANS FOR 1972 AND BEYOND

- a) Looking forward to 1972 and beyond, the United Mission to Nepal plans to continue its responsibility and work in existing institutions and projects.
- b) The Mission will continue to conduct its work in as close cooperation and coordination with His Majesty's Government as possible.
- c) The Mission plans to continue a strong emphasis on the training of nationals and of evolving toward national management and ownership of its institutions and projects, insofar as feasible.
- d) The Mission desires to offer increased assistance to the community and public health programs of His Majesty's Government and local and district Panchayats.
- e) The Mission, in consultation with the officials of concerned Ministries and Departments, and with district and zonal officers, plans to offer concrete assistance in industrial/economic development programs through its Division of Consulting Services based in Butwal.
- f) It is the desire of the Mission to second workers to programs and projects of other agencies and institutions where this is requested and can be arranged.

GENERAL AGREEMENT between His Majesty's Government of Nepal
and the United Mission to Nepal

18, January, 1970.

I have the honour to inform you that His Majesty's Government of Nepal do hereby permit the United Mission to Nepal to continue the present activities in various parts of Nepal under the following terms and conditions.

1. The Mission agrees to confine their activities only in the field of education and health after the enforcement of this agreement.
The Institute of Technology and Industrial Development run by the Mission at Butwal may, however, continue its activities till the validity of this Agreement. The schools run by the Mission after 019/1/22/6 shall however cease to operate.
2. The Mission and its members shall, during their stay in Nepal, be subject to the laws and regulations of Nepal.
3. The various institutions run by the Mission shall be subject to the rules framed by the concerned Ministries or Departments.
4. All financial involvement in running the institutions shall be the responsibilities of the Mission.
5. The Mission shall not open any new institution or expand the existing institution without obtaining the prior permission of His Majesty's Government.
6. The Mission and its members shall confine their activities to the achievement of the objectives of the institution to which they are assigned and shall not engage in any proselytizing and other activities which are outside the scope of their assigned work.
For the purpose of this agreement, the members shall mean all the personnel or officers working under the Mission.
7. The Mission shall not dispose of their properties both movable and immovable either by sale or gift or any other manner to any juristic or physical person. Whenever such disposal would be necessary the Mission shall notify His Majesty's Government of Nepal in advance and act according to their discretion.
8. His Majesty's Government of Nepal reserve the right to nationalise any one or all of the institutions run by the Mission wherever they desire, the question of paying compensation for such nationalization shall only arise if it takes place within a period of five years from the date of signing of this agreement.
9. The Mission agrees to submit the report of their work done under this Agreement to the concerned Ministry or Department through Ministry of Foreign Affairs of His Majesty's Government of Nepal every year.
10. The Mission agrees to give preference to the Nepalese citizen for being employed in the paid posts of teachers, trained nurses, compounders, dressers and other medical and technical posts, etc. in the institutions.
11. In case of violation of this agreement, His Majesty's Government of Nepal may at any time notify the Mission to wind up its activities.
12. I have the honour to propose, that if these terms and conditions are acceptable to you, this letter and your reply note concurring therein shall constitute an Agreement between His Majesty's Government of Nepal and the United Mission to Nepal which shall enter into force on the date of your reply and shall remain valid for a period of five years unless terminated by His Majesty's Government of Nepal by giving three months notice in writing to the Mission or extended by His Majesty's Government of Nepal upon three months prior request of the Mission in writing before the expiry of such period of five years on the present terms and conditions or on such terms and conditions as may be laid down by His Majesty's Government of Nepal.

REPORT OF THE UMN EDUCATIONAL CONFERENCE

The U.M.N. Educational Conference was held for three days, January 3-5, 1972, in the Thapathali Board Room. The Conference opened with prayer and was presided over by Mr. Howard Barclay, Educational Secretary for the U.M.N. Attending the Conference were representatives from the Mahendra Bhawan School, Gorkha Area U.M.N. affiliated schools, Pokhara Boys' Boarding School, Butwal Technical Institute, Shanta Bhawan Nurses Training School, UMN Public Health Service and various UMN Headquarters staff.

In its speaker sessions the Conference drew upon its own personnel, H.M.G. representatives and representatives from other agencies to present information concerning education in Nepal and information related to the implementation of the National Education System Plan. The speakers and their topics were as follows:

Mr. J. Lindell - "Education for productivity, and experiences in the New System."

Mr. Rana Bahadur Thapa - "The Philosophy of the New Educational System."

Mr. T. Richardson - "The New Science Curriculum".

Mr. McLean - "The Teaching of English."

In addition to the speaking sessions a very informative field trip was taken to the National Vocational Training Center to tour the facilities of the Training Center and the Janak Educational Materials Production Center.

In four "U.M.N. Sessions" the various aspects of the U.M.N. involvement in education were considered. There was much discussion and sharing of ideas with the following being recommendations to be passed on to the U.M.N. Board:

- 1) A statement to H.M.G. of the attitude of the U.M.N. in relation to education :

"In response to the letter from the Ministry of Foreign Affairs, (1B/General/564 dated November 12, 1971) the U.M.N. is grateful for the opportunity to serve in the field of education and is pleased to cooperate and assist in educational work according to the National Education System."
- 2) Because of the fact that at this time H.M.G. Policy is not known in the areas of Nursing Education, Public Health and Technical Training, the following guidelines were made in relation to education for the U.M.N. Nursing Training, Public Health Workers and Butwal Technical Institute:
 - a) Be awake to what is happening under the National Education System.
 - b) Keep up to date by inquiring and watching what is happening in terms of decisions in these areas.
 - c) Think, discuss among ourselves and with similar training organizations, then decide what action we feel is necessary and work with H.M.G. to implement this within the Government system.
 - d) In general, show concern for, cooperate and move with the new system.
- 3) A statement recommending action to be taken in U.M.N. affiliated schools until the implementation of the new plan:

"We recommend that the U.M.N. Education Workers spend these two interim years working to bring the U.M.N. affiliated schools to as high a level of preparation as possible before the implementation of the New System in their areas (Gorkha and Kathmandu) at the end of 1973."

- 4) A statement recommending action to be taken regarding the U.M.N.'s financial involvement and work in education:

"We recommend that the Board appoint a committee to study the matters related to financial involvement and the kind and degree of education work in which the U.M.N. should be involved. In doing this they should observe the developments taking place and draw upon

Government and other sources to study the matter.

- 5) A statement of attitude and recommendations relating to U.M.N. Scholarship work:
 - a) We support the work of the Scholarship Committee.
 - b) The committee should give priority to persons preparing for work within the U.M.N., but also consider other needs.
 - c) The Scholarship Committee should continue to seek information to determine its future plans in relation to H.M.G. plans and activities.
- 6) A statement recommending some of the roles the U.M.N. teachers can play in their work:
 - a) Attempt to erase the traditional image of missionary teachers and show concern for the total national program recognizing that our major contribution will be in the form of secondment in the future.
 - b) Become masters of our subject area including teaching of English as a second language.
 - c) Work to practically upgrade the abilities of teachers with whom we are working.
 - d) Work at developing and enriching curriculum, teaching materials, and teaching methods and share the same with others.
 - e) Work at developing career and guidance information for use with students.
 - f) Work to stimulate creative activities in students particularly in relation to preparation for and guidance in a vocational choice.
 - g) Work to enrich the school program through our own personal experience and personal backgrounds.
 - h) Reach beyond our own situation, within our geographical area, in an effort to exchange ideas, help and learn from others and develop a sense of professionalism in teaching.
- 7) A statement recommending policy in relation to seeking educational workers for U.M.N. work:

"As a Mission seek trained and experienced teachers for special areas of education."

After expressing thanks to the Education Secretary for a Conference well planned and worthwhile, the Conference was adjourned by thanking God for His presence and asking His leadership in matters relating to our educational work in the future.

UNITED MISSION ECONOMIC DEVELOPMENT AGENCY1.0 Definitions.

1.1 In the following Articles, UMEDA shall mean the United Mission Economic Development Agency; UMN shall mean the United Mission to Nepal; HMG shall mean the concerned body of His Majesty's Government of Nepal; Board shall mean the UMEDA Managing Board; and Manual shall mean the Manual of Policies and Procedures of the UMEDA and its administrative units.

2.0 Purpose.

2.1 The United Mission to Nepal establishes the UMEDA in order to carry out the purposes of the United Mission to Nepal as defined in the UMN Constitution and Bye-laws in the field of economic development through commercial enterprises and other organisations for the benefit of the people of Nepal.

2.2 Methods for implementing these purposes are stated in the Manual of Policies and Procedures as adopted by the UMEDA.

3.0 Agreement.

3.1 This Constitution is subject to the provisions of the General Agreement between HMG and the UMN and any specific agreements that apply to UMEDA projects, and shall not in any way supersede or invalidate them. These agreements are attached as appendices.

4.0 Use of UMN Resources.

4.1 UMN will contribute the services of personnel made available to it by the its member organisations, and provide funds, supplies and materials for economic development in Nepal without remittance of foreign exchange.

4.2 UMN seconded personnel shall not receive any personal remuneration from project activities. Any fees or income received for their services, and any earnings accruing to UMN from the project activities, shall be reinvested in development programs in Nepal.

5.0 Ownership.

5.1 UMEDA is an instrument for UMN participation in economic development in Nepal. Any projects undertaken by UMEDA shall be owned and operated by UMN through UMEDA until they are transferred to Nepali ownership according to agreements with HMG.

6.0 Managing Board.

6.1 The UMEDA Managing Board (hereinafter called the Board) shall exercise final authority in all matters concerning UMEDA excepting constitutional changes and matters where UMN personnel and UMN finances are involved, in which cases the final decision will be made by UMN.

7.0 Related Organizations.

7.1 The Board on behalf of the UMN may relate to other organisations by provision of capital, personnel, management or other services.

8.0 Termination.

8.1 If the (UMEDA and its) Board can no longer function in accordance with the principles of this constitution, the authority of the Board shall revert to the UMN Board of Directors through its Executive Secretary.

9.0 Amendments.

9.1 This constitution may be amended by a simple majority vote of the UMN Board of Directors, provided the proposed amendment has been approved by 3/5 of the regular voting members in two successive ordinary meetings of the UMEDA Board.

Draft Bye-laws for the
UNITED MISSION ECONOMIC DEVELOPMENT AGENCY

1.0 Definitions.

1.1 Same as in Constitution, and in addition: BAK shall mean the Division of Butwal Audyogik Kendra (formerly the Butwal Technical Institute); and DCS shall mean the Division of Consulting Services.

2.0 Managing Board. (Hereinafter called the Board).

2.1 Authority of the Board and Relationship to the UMN.

2.11 The Board shall exercise final authority in all matters except in the following matters, in which cases the final decision will be made by the UMN:

2.111 Amendments of the Constitution and Bye-laws.

2.112 Personnel matters involving UMN Board Appointees and other workers seconded by the UMN Executive Secretary.

2.113 Matters in which UMN general recurring and capital funds are involved.

2.114 Matters regarding policy and planning which otherwise, immediately or in future, may involve the UMN.

2.12 The wish of the UMN and its officers shall be expressed through the UMN appointed regular voting members of the UMEDA Board in matters where the UMEDA Board exercises the final authority.

2.2 Membership. The Board shall consist of 7 to 11 members, of whom:

2.21 Four shall be regular voting members appointed for the term of one year by the UMN Executive Committee in its spring meeting, and shall be eligible for re-appointment.

2.211 If and when the UMN appoints a Technical Secretary, he shall be one of the above regular voting members.

2.212 The four members shall be nominated by a committee consisting of the UMN Technical Secretary (alternatively the UMN Executive Secretary), the UMEDA Staff Representative on the Board, and the ex-officio members of the Board.

2.22 One regular voting member and his alternate shall be elected by those UMN Board Appointees and other UMN workers seconded by the UMN Executive Secretary who are assigned to UMEDA. They shall be elected for a term of one year and may be re-elected. The election shall be by secret ballot, and shall take place in the first quarterly project committee meeting in the calendar year.

2.23 The UMEDA Divisional Directors shall be ex-officio members.

2.24 One to four members may be co-opted for one meeting or for sessions thereof, or for up to one year terms, and they may be co-opted again.

2.3 Voting and Quorum.

2.31 Ex-officio and co-opted members shall have voice but no vote.

2.32 In case of a tie, the Chairman shall have a casting ballot.

2.33 The quorum shall be three regular voting members.

2.40 Vacancies.

2.41 Vacancies among the four UMN Board appointed regular voting members shall be filled by appointments made by the UMN Executive Secretary. The appointments may be for one meeting or for the unexpired term.

2.50 Meetings.

2.51 There shall be one ordinary meeting of the Board quarterly, and the first ordinary meeting of the year shall be called the Annual Meeting and shall ordinarily meet in Butwal.

2.52 For ordinary meetings the members shall be notified at least 15 days in advance with the agenda, the time, and the place of the meeting.

2.53 With the permission of the Chairman, or of two regular voting members of

the Board, meetings may be convened on shorter notice.

2.54 For attendance at Board meetings, UMN workers shall receive refund of travel and lodging expenses. Non-UMN members shall also receive an attendance fee of Rs.20.00 per day.

2.60 Officers of the Board.

2.61 Officers shall be the Chairman and the Secretary. If and when a UMN Technical Secretary is appointed, he shall serve as Secretary of the Board. Otherwise each Divisional Director shall be the Secretary of the Board in order to fulfill the duties of the Secretary, insofar as they relate to his particular division.

2.62 The Chairman shall be elected by the Board from among the four UMN appointed regular voting members of the Board. Elections for a one-year term shall take place at the second quarterly meeting of the Board, and in the case of the Chairman being absent, the Board shall in the same manner elect an Acting Chairman to serve in his place.

2.70 Duties of the Board.

The Board shall carry out the purposes and objectives of the UMEDA as set forth in this Constitution, and its duties shall be:

2.71 To adopt the UMEDA Manual of Policies and Procedures, hereafter called the Manual, and to approve of changes in the same.

2.72 To receive from the Divisional Directors half-yearly budgets and plans for Operation and further development of their respective divisions, to discuss and approve these.

2.73 To receive from the Divisional Directors and scrutinize quarterly reports and financial statements on the operation of their respective divisions.

2.74 At the Annual Meeting to receive from the Divisional Directors the annual reports and audited financial statements of the operations of their respective divisions, to scrutinize and make final decisions concerning these.

2.75 To consider and act on all other matters referred to the Board by the Secretary or the Divisional Directors, and otherwise to take such actions as it deems necessary to fulfill the objectives of UMEDA.

2.76 To receive annual reports from UMEDA representatives in UMEDA-related private companies and other organizations in which UMEDA holds interests, and to issue instructions to these representatives.

2.77 To make the following nominations and appointments:

2.771 To present to the UMN Executive Committee nominations concerning appointments of Divisional Directors.

2.772 In the case of vacancies to appoint Acting Divisional Directors to serve until fresh appointments can be made by the UMN Executive Committee.

2.773 To appoint and dismiss and to fix the remuneration of such officers of the various divisions as determined in the Manual.

2.774 To appoint for one year terms a competent Auditor to audit the accounts of the various divisions.

2.775 To appoint or nominate UMEDA Board Members or personnel who as Board Directors, as delegates to General Meetings, or in other capacities serve as UMEDA representatives in UMEDA-related private companies and other organisations, provided that the Chairman, on the advice of the Secretary, may make such appointments or nominations when necessary between meetings of the Board.

3.0 Duties of the Officers of the Board.

3.1 The Chairman shall preside at meetings of the Board. Between Board Meetings he shall, in consultation with the Secretary, advise the Divisional Directors concerning urgent matters when requested, and if required make decisions which shall be confirmed by the Board when it meets. In the absence of the Secretary, he shall call meetings of the Board.

3.2 The Secretary have have the following duties:

3.21 To call ordinary and extra-ordinary meetings of the Board in the manner prescribed in Article 2.5.

3.22 In consultation with the Divisional Directors prepare the Agenda for meetings of the Board.

3.23 To serve as the Minute Clerk of the Board and to have the Minutes distributed to members of the Boards and others as prescribed in the Manual.

3.24 To be responsible for all practical arrangements in connection with Board Meetings.

3.25 To call and preside at meetings of the UMEDA Coordinating Committee, to record its recommendations and have these forwarded to the Board and to others as prescribed in the Manual.

3.26 To serve as coordinator of the activities of the various Divisions, act as mediator in the case of differences between Divisions, and in general promote unity in policies and methods within the UMEDA as a whole.

3.27 To act as consultant and advisor to the Divisional Directors especially concerning policies and long-term planning.

3.28 To represent UMEDA in its relations with UMN, and to receive from the Divisional Directors budgets, reports, financial statements, requests for UMN personnel, and other communications with UMN in matters as stated in Articles 2.111 to 2.114 above, to present these to the UMN in the manner prescribed by UMN rules, and generally to act as a channel and coordinator for business between UMEDA, its Divisions, and UMN.

3.29 On behalf of UMEDA, in consultation with the Chairman and with the Divisional Directors, to liaison with His Majesty's Government of Nepal and with AID agencies and with other organisations within and outside Nepal.

3.30 To call quarterly project committee meetings of all UMN Board appointees and other staff seconded by UMN who work within UMEDA and to preside at these meetings.

3.31 To attend and preside at the yearly planning meetings of the various Divisions and to arrange for their recommendations to be recorded and presented to the Board.

3.32 To advise the UMN Executive Secretary, in consultation with the Divisional Directors, on the assignment to UMEDA divisions or related organisations of UMN Board Appointees and other workers seconded by the UMN Executive Secretary.

4.0 Divisions.

4.1 The activities of UMEDA shall be organised in Divisions led by Divisional Directors who are responsible directly to the Board.

4.2 Decisions concerning establishment of new divisions, or closing or transfer of existing ones, shall be made by the Board, subject to appointments of Divisional Directors being made by the UMN Executive Committee.

4.3 The purposes and internal procedures for each division shall be defined in the UMEDA Manual.

4.4 Each division shall prepare its own plans and budgets to be presented to the Board for approval, and shall be responsible for its own finances, and arrange for the proper accounting and reporting of its operations, to be submitted to the Board as prescribed in Articles 2.72, 3 and 4 above.

4.5 Each UMEDA Division, although separate organisationally, shall in planning and policies be expected to see its own activities in relation to the needs and resources of other Divisions, thus attempting to fulfill the purposes and objectives of UMEDA as a whole.

4.60 The divisions of UMEDA shall be as follows:

4.61 BAK shall be a production-cum-training centre (formerly known as Butwal Technical Institute, or BTI).

4.62 DCS shall provide activities in consulting services, electric power development, and cooperative assistance in district development.

5.0 Duties of the Divisional Directors.

5.1 Divisional Directors are nominated by the Board and appointed by the UMN Executive Committee, ordinarily for a term of three years, according to rules laid down in the UMN Bye-laws concerning Project Directors. They shall serve as ex-officio members of the Board.

5.2 Insofar as they serve as UMN Project Directors, the Divisional Directors shall report to the UMN Executive Secretary through the UMEDA Board Secretary. This shall apply in matters related to UMN as stated in Articles 2.112 to 2.114, and the duties of the Divisional Director in this connection shall be:

5.21 To implement the decisions of the UMN Board of Directors in matters relating to UMN Board appointed workers in UMEDA, their work and assignment, their maintenance, etc., and in all other matters where the UMN is directly involved financially and otherwise.

5.22 To submit to the UMN Executive Committee plans and budgets for those areas in which the UMN is financially involved.

5.23 In consultation with the UMN Treasurer, to cooperate in the audit of the accounts in which UMN is financially involved, and to submit the audit report to the UMN Treasurer.

5.24 To represent the project at UMN Meetings, and to attend to such other duties as expected of Project Directors according to UMN rules and practice to the extent they are applicable in their particular project.

5.3 In all other matters the Divisional Director shall be responsible to and report to the UMEDA Board, and his duties shall be:

5.31 To manage the day by day business of his division, so that the decisions and policies of the Board are implemented in accordance with the principles of this Constitution, and of the UMEDA Manual of Policies and Procedures.

5.32 To act as the recognised correspondent of his division, to manage Bank Accounts as well as other current and fixed assets of the division, and to negotiate and sign all types of contracts and legal documents on behalf of the division.

5.33 To employ, dismiss, and fix the remuneration of divisional employees in accordance with pay scales and guidelines as laid down in the Manual.

5.34 To report to the Board on the operations of the division as stated in Articles 2.72 to 2.75 above, and cooperate in the audit of the divisional accounts and submit to the Board the Auditor's report.

5.35 To delegate parts of his authority and duties to a senior member of staff to be his Deputy Director, and to other members of the divisional staff, while retaining the overall responsibility to the Board.

5.36 To call weekly meetings of the Divisional Management Committee, preside at these meetings, and make necessary decisions after discussion and hearing the advice of the committee.

5.37 To do all such other things which are conducive to the fulfilment of the purposes of UMEDA.

6.0 UMEDA Coordinating Committee.

6.1 Members of this Committee shall be the Secretary of the Board serving as Chairman and Secretary of the Committee, the Divisional Directors, and the UMEDA staff elected representative on the Board.

6.2 The committee may for special sessions or parts thereof coopt managing officers of private companies and other organisations in which UMEDA holds major interests, for the purpose of consulting together and correlating policies with regard to UMEDA interests and objectives.

6.3 The committee shall ordinarily meet monthly on the call of the Board Secretary. Additional meetings may be called by the Secretary at his discretion.

6.4 The committee shall discuss the Agenda to be proposed for Board Meetings, and make recommendations to the Board on the various items on this agenda.

6.5 The committee shall deal with further matters of mutual interest for the various divisions, and give special attention to coordination of the activities of the divisions, and to uniformity in policies and procedures.

7.0 Advisory Management Committees.

7.1 In each division there shall be an Advisory Management Committee for the purpose of advising the Divisional Director in matters concerning planning and management.

7.2 Members of the Committee shall be the following four:

The Divisional Director, Chairman.

The Divisional Business Manager.

Two members of the supervisory staff within the division, who may be UMN workers or employees on confirmed contracts, and who shall be appointed to serve on the committee for one year terms, provided they may be re-appointed. Divisional staff members in supervisory positions shall make nominations for the appointment of their representatives on the Committee. The nomination will take place in the first Divisional Information Meeting in the calendar year under the supervision of the Board Secretary, who will present the nominations to the Board. Other staff members may be coopted for special sessions or parts thereof.

7.3 The Divisional Director will call the meetings of the Committee which ordinarily will be held weekly, and more frequently when required. He will report to the Committee on all major matters related to the planning and day by day management of the division, and the various members of the Committee may also take up any other matter for discussion. Upon receiving the Committee's advice the Director will make his decision for which he will be responsible to the Board.

7.4 Official minutes of meetings of the Committee will not be made. For sake of reference, the Director shall keep a record of the discussions as well of the decisions he has made on the basis of these, and through a weekly administrative bulletin he shall keep the staff of the division and the Board informed of decisions which have been taken.

7.5 Yearly planning meetings shall be arranged by the Director in each division. Besides the members of the Advisory Management Committee, all other supervisory staff within the division shall attend these meetings which may partly take place in the form of departmental meetings with the Director, and partly with the whole staff gathered to discuss the broad policies and general plans for the coming year. The latter part shall ordinarily be attended by the Board Secretary, who will preside at the meetings and arrange for its resolutions and recommendations to be recorded and presented to the Board.

8.0 Staff Committees and Personnel Relations within Divisions.

8.1 Divisional Information Meeting. Once a month an information meeting shall be held in each division. In this meeting all divisional staff in supervisory positions shall be invited to attend, and the Director will report on recent developments, new plans and any major changes which are considered. Those attending the meeting shall be free to ask questions and express their opinions on any matters which concern the division. If possible the Board Secretary shall also attend the meeting, and he will convey any recommendations made by the meetings to the Board.

8.2 Project Committee.

8.21 In accordance with UMN Bye-law XI, B, there shall be a UMEDA Project Committee consisting of all UMN Board Appointees working in the project, as well as other workers in the project who are seconded to UMEDA by the UMN Executive Secretary.

8.22 The Project Committee shall meet once quarterly on the call of the Board Secretary, who will prepare and in good time distribute the Agenda, including all matters which individual staff members may have submitted to him in advance for discussion in the meeting. The Board Secretary shall be the Chairman of the Committee, and he shall keep and distribute records of the discussions.

8.23 The main purpose of the Committee shall be to promote good personal relations and unity in purpose among UMN workers assigned to the various UMEDA projects. The Committee may adopt resolutions or recommendations to the Board, provided such resolutions or recommendations shall not be passed unless included in the Agenda.

8.24 At the first quarterly meeting in the calendar year the Project Committee

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shall elect one staff representative to the UMEDA Board, and his alternate. The election shall be by secret ballot.

8.3 Appeals. All UMN workers assigned to UMEDA and all workers on confirmed contracts within UMEDA shall have the right to appeal to the Board in any matter affecting themselves or the department in which they are working. Such appeals shall be forwarded through the Divisional Director concerned, with copies to the Chairman and the Secretary of the Board.

9.0 Relations with Private Companies and other organisations in which UMEDA holds interests.

9.1 UMEDA may relate to Private Companies or other organisations by sponsoring their establishment together with outside parties, by investment of share capital or other forms of financial contribution, or by technical and/or managerial assistance on a contract basis. Whenever such relations have been established, UMEDA shall attempt to maintain its influence in these companies or organisations in order to promote sound planning and management, by having UMEDA Board members or personnel serving there as representatives of the UMEDA Board.

9.2 When UMEDA Board members or personnel are to serve as shareholders representatives, Board Directors, etc. in such Companies or Organisations, they shall be appointed or nominated by the UMEDA Board, provided that the Chairman, on the advice of the Secretary of the Board, if necessary may make such such appointments or nominations in between Board Meetings.

9.3 UMEDA Board members or personnel serving in this way as representatives of the Board, shall abide by UMEDA policies and such specific directives as they may receive from the UMEDA Board or its director.

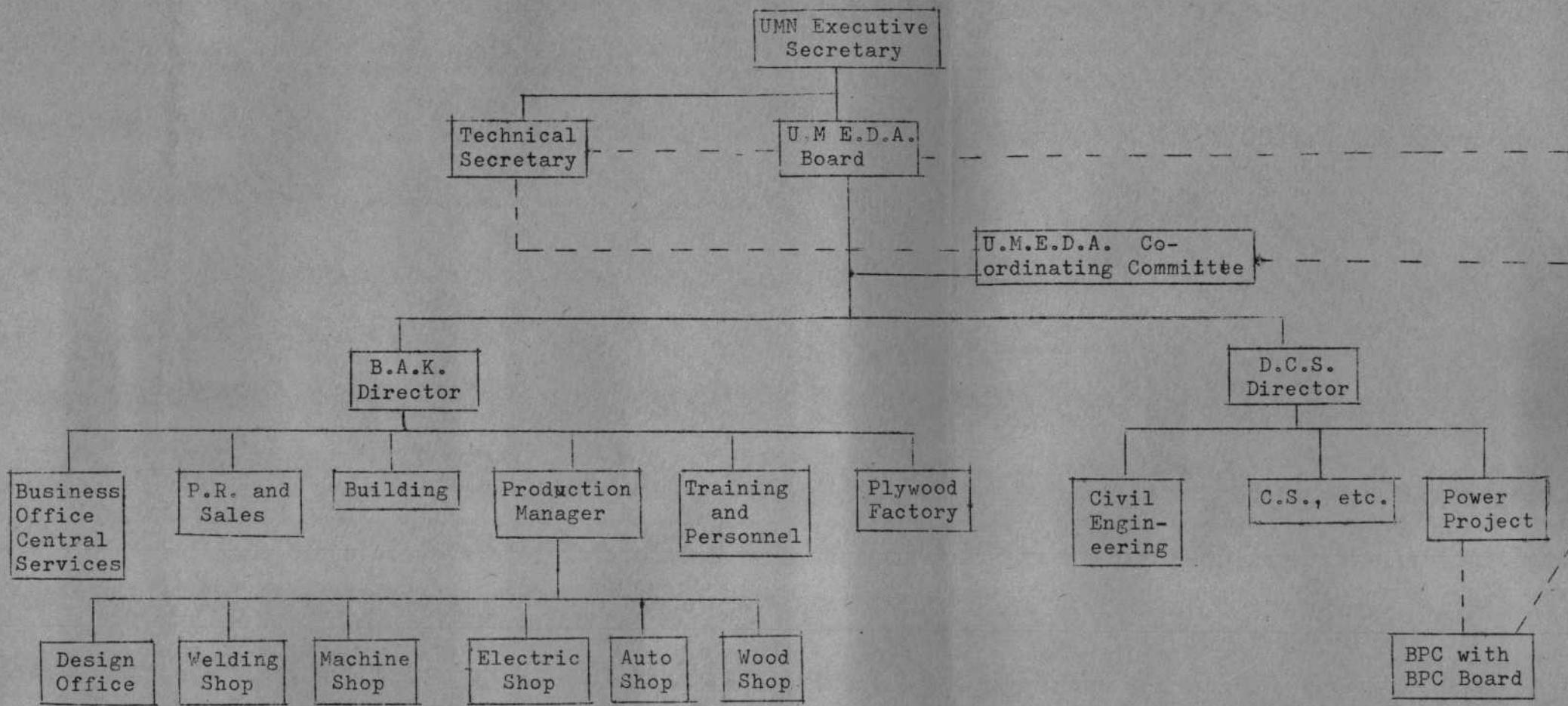
9.4 It shall be the duty of such representatives to report to the Board on major developments in the Companies or Organisations in which they serve, and they shall see to it that copies of minutes, etc. are regularly distributed to the members of the UMEDA Board. In cases where major changes in policies or plans are expected to be made, and if these changes may affect UMEDA in any significant way, such representatives shall in advance consult with the officers of the UMEDA Board, in order that the Board may be in a position to issue its instructions to the representatives if it wishes.

9.5 When the UMEDA Board is going to discuss the affairs of Private Companies or other Organisations in which UMEDA holds interests, it may invite both its own representatives in these Companies or organisations, and also their Managing Officers, to attend and express their views.

9.6 Managing officers of related companies or other organisations may be coopted to the UMEDA Corrdinating Committee for special meetings or parts thereof, in order that they may consult together and correlate their policies with other UMEDA projects.

10.0 Amendments.

These Bye-laws may be amended by simple vote of the UMN Board of Directors, provided the proposed amendment has been approved of by the UMEDA Board with 3/5th of the members in favour.



U.M.E.D.A. = United Mission Economic Agency

B.A.K. = Butwal Audyogik Kendra
 (Butwal Industrial Centre) -
 formerly known as Butwal Technical Institute.

D.C.S. = Division of Consulting Services.