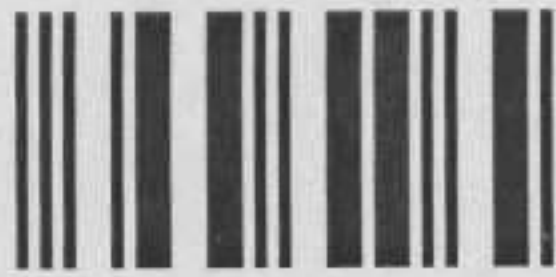


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Gossner_G 1_0561

Aktenzeichen

2/28

Titel

UMN - United Mission to Nepal, Protokolle Executive Committee und Board of Directors
1973

Band

Laufzeit

1973

Enthält

Protokolle Executive Committee and Board of Directors UMN, März 1973 (in Englisch)

Digitalisiert/Verfilmt 2009 von Mikro-Univers GmbH

THE UNITED MISSION TO NEPAL

EINGEGANGEN

19. JUNI 1974

Erledigt

MINUTES OF THE
EXECUTIVE COMMITTEE MEETING
HELD IN KATHMANDU, NEPAL
March 28—29, 1973

A N D

MINUTES OF THE
BOARD OF DIRECTORS MEETING
HELD IN KATHMANDU, NEPAL

Zur Ablage *March 29—30, 1973*

Aktenplan-Nr. *228*

Datum *4.6.73*

Handzeichen *D. Z. A.*

ARCHIV GOSSNER MISSION

Signatur: G 1 / 561

A.A.-Sign.: 2/28

Datierung: 1973

UMN - United Mission to Nepal, Protokolle Executive
Committee und Board of Directors 1973

TABLE OF CONTENTS

	<i>Page</i>
MINUTES OF THE EXECUTIVE COMMITTEE MEETING ...	1
MINUTES OF THE BOARD OF DIRECTORS MEETING ..	18
APPENDIX A : Minutes of the Finance Committee Meeting	40
APPENDIX B : Executive Secretary's Report for 1972 ...	56
APPENDIX C : UMN Headquarters Report for 1972 ...	64
APPENDIX D : Special Projects Reports for 1972 ...	73
APPENDIX E : Community Health Advisory Team Report for 1972	85
APPENDIX F : Tansen Area Report for 1972 ...	88
APPENDIX G : ITID, Butwal Report for 1972 ...	114
APPENDIX H : Pokhara Boys' School Report for 1972	133
APPENDIX I : Gorkha Project Report for 1972 ...	140
APPENDIX J : Shanta Bhawan Hospital Report for 1972	158
APPENDIX K : Girls' High School, Kathmandu, Report for 1972	178
APPENDIX L : Bhaktapur Hospital Report for 1972 ...	183
APPENDIX M : Okhaldhunga Dispensary Report for 1972	189
APPENDIX N : Anandaban Leprosy Hospital Report for 1972 (courtesy)	194
APPENDIX O : Treasurer's and Provident Fund Report for 1972	202
APPENDIX P : Workers Conference Minutes, 1973 ...	213
APPENDIX Q : UMN and Working with Government ...	228
APPENDIX R : UMN and "Salvation" ...	237
APPENDIX S : UMEDA Constitution and Bye-laws ...	244
APPENDIX T : Shanta Bhawan Hospital Constitution and Bye-laws	262
APPENDIX U : Tansen Hospital Revised Capital Budget 1973	281
APPENDIX V : Shanta Bhawan Hospital Revised Capital Budget 1973	283
APPENDIX W : Bhaktapur Hospital Revised Capital Budget 1973	286
APPENDIX X : UMN Salary Scales ...	292



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 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, 1972, 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 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 Girl's High School Improvement Plan, Kathmandu, for a four year term, terminating June 1972. It was RESOLVED to thank Mr. and Mrs. Johannsen for their services 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 Bingman, nurse, possibly to be offered by the United Methodist Church. It was RESOLVED to accept the services of Miss Bingman 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 RE-

- SOLVED 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 Reports 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 Ruohoniemi 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.

EC (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 on John 15 of the life 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 & 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
15. Regions Beyond Missionary Union—
Dr. K. Sanders (absent); Dr. M.
Peacock; Dr. M. Owen (alternate-
absent)
16. Swedish Baptist Mission—Miss E.
Cederholm
17. Swiss Friends Mission—Miss L.
Ammann
18. United Fellowship for Christian Service
—Miss L. Russell
19. United Church of Canada —
20. United Methodist Church, USA—
Dr. C. L. Joshi
21. United Presbyterian Church, USA—
Rev. G. Ruff; Mr. R. Berger
22. Wesleyan Church of America —
23. World Mission Prayer League, USA
—Rev. A. Berg; Mrs. V. Berg
24. World Mission Prayer League, Norway
—Rev. H. Verby.

B. *Representative of Nepali Community :*

Rev. R. Karthak

Mr. P. Ranjan.

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. Ruohoniemi.
 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 :

a) 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;

b) 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;

c) That the following persons constitute the committee: Mr. A. Voreland (Chairman), the Executive Secretary, Mrs. E. Mowll, Dr. D. Roche, and Mr. R. Wittur.

d) 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:

- a) To rescind the action of BD-24/72;
- b) To approve the establishment of this School in co-operation 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 co-operate in the building and establishing of a new hospital in Patna (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 co-operation 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. *Fansen 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-laws 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.

BD-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 Byelaw 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 Byelaw 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 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 By-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 : Nov. 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. Roemmele (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, (a) 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. The revised Budget appears as Appendix U to these Minutes.

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. The revised Budget appears as Appendix V to these Minutes.

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. The revised Budget appears as Appendix W to these Minutes.

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. The revised figures are found in the final column of the General Fund Statement for 1972, Appendix L.

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

"It was RESOLVED 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) 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 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 :

- | | Rs. |
|---|---------|
| a) Headquarters. | |
| Executive Committee Travel—
an additional | 8,000. |
| Office supplies, postage, etc.—
an additional | 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. | |
| f) Butwal Outreach Program and Gorkha Hospital : | |
| Ref. FC (1)-9/73, d and e. | |

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	1,835.	
	<hr/>	4,250.

b) Gorkha, Luitel School:

Additional for Nepali typewriter	1,500.
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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.	
6½% for Service Charge and Building Department charge	39,000.	
	<hr/>	639,000.

ii) Hostel and educational facilities, Pokhara :		
Hostel	560,000.	
Furniture	30,000.	
6½% for Service Charge and Building Dept. charge	38,000.	
		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	1,050.	
2 filing cabinets for office	1,835.	
		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	30,560.	
		53,262.

ii) From Medical Building Fund (with balance taken from Undesignated Funds):		
Wiring for electricity	10,000.	
Roofing paint and sheets	7,300.	
	<hr/>	17,300.
iii) From Undesignated Funds:		
Widening road	7,000.	
Renovation of bazar apartment	6,000.	
	<hr/>	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 :

- a) The UMN pay air fares for Executive Committee members meeting in October/November, from their stations in India to Kathmandu, and that exceptions may be authorised by the Executive Secretary;
- 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 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 :

- i) That the United Mission is the owner of the vehicle.
- ii) That the UMN administration be requested to appoint members to a Vehicle Committee to deal with matters concerning this vehicle.
- iii) 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.
- iv) 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. (See Appendix X).

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. (See EC (1)-5/73, a)

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 retractively 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 (Ref. EC (1)-5/73, b).
- 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.

APPENDIX B

UMN EXECUTIVE SECRETARY'S REPORT FOR 1972

NEPAL.

Early in January 1972, members of the United Mission to Nepal joined the citizens of the land in mourning the sudden death of His Majesty, Shree Panch Maharajadhiraj Mahendra Bir Bikram Shah Dev, direct descendent of Prithwi Narayan Shah, and 10th monarch of the Shah dynasty to rule over the people of Nepal. When the body of King Mahendra was flown back to Kathmandu from Bharatpur by helicopter, thousands of people of this Valley, in a spontaneous gesture of affection, respect and mourning, came out to meet the plane and followed the bier down to the place of cremation at the Temple of Pashupatinath.....To avoid any hiatus in ruling authority, the young Crown Prince, Birendra Bikram Shah Dev, just at the time his father's body was arriving by helicopter, was hurried down to the Hanuman Dhoka, ancient palace of the Shahs, and proclaimed King of the realm. King Birendra was invested with the royal robes, the crown and other symbols of royal authority, but the more formal, official ceremony of coronation will not occur until a year of mourning for the dead king has been consummated, and only when the royal seers and astrologers determine the auspicious moment for an event of such importance. December 15th was celebrated jointly as Constitution Day and Mahendra Jayanti (King Mahendra Memorial Day). One tribute to the late King heard repeatedly on that occasion was that he was indeed "the architect of the new Nepal". Certainly, a large measure of the inspiration and impetus for development of people and resources here in Nepal came from the zeal, enthusiasm and steadfast purpose of the late King Mahendra.

—Another significant achievement of 1972, one which is of great value to the UMN, was the completion of most of the major construction on the Pokhara-Kathmandu Prithwi Rajmarg highway. It was open for some traffic, including bus and truck traffic between Kathmandu and Pokhara. Hard surfacing is well under way and should be completed early in 1973.

—Royal Nepal Airlines received its first jet aircraft, a Boeing 727, 118-passenger jet, which was delivered to Kathmandu in September. International services to Indian cities, and a direct flight between Bangkok and Kathmandu, were inaugurated.

—Nepal also made other, unusual transportation news when the Royal Nepal Shipping Corporation acquired its first seagoing merchant vessel, the "Narendra Laxmi", a vessel of some 13,000 tons. The new Nepali freighter will ply between Asian ports and Europe, Africa and the Americas.

—The month-long visit of the King and Queen to Pokhara, with many shorter visits to out-lying sections of the Gandaki and Lumbini Zones, resulted in a number of new plans for regional development in central Nepal. Health services (a new hospital for Pokhara), agricultural, economic and small industrial development will be stressed.

—Tourism: Through October, 42,000 tourists had visited Nepal, and it was anticipated that the total number of visitors would reach 54,000 by December 31st. International funding agencies, such as the Asian Development Bank, have made generous grants to build additional hotel facilities, and to train hotel management personnel.

—A very sad incident was the crash of a Royal Army DC-3 in September, resulting in the death of 30 paratroopers and their officers. The pilot, Captain M. King,

genial, experienced veteran and pioneer of Nepali aviation, also perished in the tragic accident.

—Some parts of Nepal, including parts of the Gorkha, Palpa and Okhaldhunga districts, in which UMN projects are located, experienced food shortages. Heavy rains in 1971, coupled with a very light monsoon in 1972, brought very meager harvests. In addition to the emergency measures taken by government to meet this critical need, UMN staff in these three districts imported large supplies of powdered milk and food grains to give extra assistance in the emergency.

UNITED MISSION.

—UMN involvement in education in Nepal, the new demands of the National Education Plan, perplexing questions about the future role of the UMN in education in this land, discussion about the stress on vocational education in the future—these were some of the topics on the agenda of the first UMN Education Conference, held in Kathmandu, January 3-5, under the leadership of Education Secretary Howard Barclay. UMN educators were joined by consultants in education from international agencies, and with leaders from the Ministry of Education, HMG, who assisted us greatly in understanding the "shape of things to come" in education in Nepal.

Two statements, among others, which came out of the Education Conference, as representing United Mission response and continuing attitude toward the New National Education System, are quoted in full:

"In response to the letter from the Ministry of Foreign Affairs, (1B/General/564, dated November 12, 1971), the UMN 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."

A statement recommending action to be taken in UMN affiliated schools until the implementation of the new Plan :

"We recommend that the UMN Education workers spend these two interim years working to bring the UMN 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."

The Nepali Ideal School (Boys' Boarding School), Pokhara, in which the UMN is one of the strongest participating bodies, completed its first year of teaching ministry as a part of the National Education System. At the outset of the last school year (December 1971), the Ministry of Education had decreed that the Boys' Boarding School should be only a Middle School, with no high school classes. (Classes 8, 9 and 10 were discontinued, and the students of those classes shifted to other high schools). However, patient, persistent negotiation with the District Education Office and other administrators of the New National Education System, by the Headmaster, Jonathan Lindell, led to an encouraging recommendation to reverse that decision later in the year. The careful study given to the background, proposed program and growing new campus of the School by many government leaders from the Ministry of Education and the National Planning Commission will result, it is hoped, in a strong, comprehensive mandate to the School from government. Under proposed terms the Nepali Ideal School would not only re-open its high school division, but also include two new courses in vocational agriculture, and serve as the Model School for the Kaski District and possibly for the whole central region of Nepal Lessons learned in the process of integrating this 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.

UMN contribution to Health Services and medical education continues to expand. Keeping pace with a welcome trend throughout the Third World, and under the explicit authority of the UMN Board of Directors, Shanta Bhawan Hospital transformed the District Clinics program, after many years of fruitful, curative medical ministry in the southern Kathmandu Valley, 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, the governing bodies of the area...A feature of the new program has been the short-course training of two "batches" of Volunteer Women Health Workers, recruited from the villages of the district and sent back to live and work in their home communities.

The Mission-wide Public Health Project, at the request of its Director, Dr. N. Iwamura has also been transformed, and given a new title to match the transformation, "Community Health Advisory Team". The Team will continue to play a vital advisory role in the growing community health programs which have been launched by all the UMN hospitals across the land.

With our hospitals: Progress and new directions at Shanta Bhawan Hospital have come out of a strong recommendation/request from the Ministry of Health that we build a new hospital in a location adjacent to the Patan city bazar, on land which government will assist us in buying. This location is much more promising than the present site. The Shanta Bhawan School of Nursing has already been integrated into the School of Nursing of the Institute of Medicine, Tribhuvan University. This means many changes, but the new Shanta Bhawan will have a Hostel for student nurses, and, hopefully, our Nursing School faculty will become

a part of the united Nursing School faculty Written permission from HMG to build a new, 25-bed hospital in Okhaldhunga which will become the district hospital, a joint UMN-HMG project, has been granted..... Completion of the hospital and staff residences at Amp Pipal, though not realized in 1972, will surely come in the first few months of 1973. A special grant has been received for the repair and re-building of the access road leading from the main highway to the hospital, by the UMN Hospital, Bhaktapur..... Final sanction to participate in and administer the regional ANM School for west-central Nepal is anticipated shortly from the Institute of Medicine by our UMN Hospital in Tansen. Meanwhile, encouraging progress has been made on the major construction program to extend the facilities of the hospital (increasing capacity to 100 beds), and to build new staff quarters. This work is being done by the UMN Building Department, Mr. Ron Mowll, site engineer.

The Institute of Technology and Industrial Development (BTI), at Butwal, was the scene of several new challenging developments: The UMN Board of Directors authorized the establishment of a new, more adequate administrative tool for this growing, expending project. The new United Mission Economic Development Agency (UMEDA), through its Managing Board, administers the affairs of the two Divisions, the Butwal Technical Institute (with its training program and production shops), and the new Division of Consulting Services (an instrument for consulting and development services). The major project of the DCS has been the completion of the Butwal Power Company's hydro-electric scheme in the Tinau Khola gorge.....On-the-job training continued for nearly 50 young men in the various workshops at BTI. This specialized vocational training is being integrated into the Institute of Engineering, Tribhuvan University,

under provisions of the National Education Plan... After nearly two years of negotiations, patient waiting, and not a little prayer, the Plywood Factory was granted a manufacturing licence! Further necessary steps of organisation now being taken should lead to plywood production beginning some time in 1973.

Special Project Briefs. Invitation and permission for a second staff worker to be seconded for work among Tibetan refugees has come from the Nepal Red Cross... Through the year the Scholarship Committee has carried 61 students on scholarship in different stages of their education.....The Building Department has had many consulting jobs, in addition to major building projects at Tansen and Pokhara. Consultation and assistance with the new campus nearing completion at Mahendra Bhawan Girls' High School has been helpful. Consultation has been given to both the Putali Sadak congregation and the Nepal Christian Fellowship for possible building projects. UMN folk living at Padma Sadan have had a rich year of informal ministry among students. The tape service of the Communications Committee has expanded through the year. Though the number of children staying at the Children's Hostel has decreased, the service offered to them, the home provided, have been no less appreciated—it is a most worthy cause!

The Church of Christ in Nepal: Though it was not possible to hold a Bible School session in Kathmandu this year, several other events, added to the continuing ministry of prayer, teaching and preaching, contributed to the growth and strengthening of the churches. The Pastors' Conference, held in Kathmandu just at Easter time, proved to be a time of renewal and blessing for not only pastors, but also for many lay people, both Nepali and foreign! Two other events, held simultaneously during the Dasain holidays in early October, also brought

great blessing and inspiration to many Nepali and Western Christians. The annual Bible Conference of the Nepal Christian Fellowship was held in Amp Pipal, at the invitation of the Nepali congregation, and more than 100 came from all parts of Nepal for the week of meetings where God spoke to many with new power and promise. At the same time, at the Girls' High School in Kathmandu a week-long Vacation Bible School drew in about 180 children and young people. Youth for Christ leaders from India and Nepal brought solid teaching, and heart-warming inspiration to many....The Nepal Christian Fellowship is seeking ways and means to rent, and, when land is purchased, to build a Hostel for students here in Kathmandu.

At the close of the year, 190 workers (including wives) were on the roster of the Mission. This number includes workers on furlough, leave of absence, and new workers accepted for service in Nepal. Although several key posts remained unfilled in some of our projects at the year's end, we are grateful for capable, committed workers filling the majority of our more than 140 approved posts of service in Nepal.

The Treasurer's report spells out the details of how the Mission used the Rs. 1141,895.99 received from member bodies and other friends for its Operating or Recurring Budget. The same report tells of Rs. 3127,946.62 received from a number of donor agencies and individuals for the Capital Budgets in 1972. These totals represent a significant increase in gifts over 1971 income.

REV. F. WILCOX,
Executive Secretary.

APPENDIX C

UMN HEADQUARTERS REPORT FOR 1972

Headquarters staff, seeking to serve all the projects of the UMN, sustained a costly loss in the retirement of Mr. and Mrs. Howard Barclay in August. Veterans of many years of service in the United Mission, the Barclays have returned to Australia where Howard has accepted the call to serve as National Secretary of the BMMF for Australia and New Zealand. Their retirement left the posts of Kathmandu Area Superintendent and Education Secretary vacant. Miss Margaret McCombe was appointed to serve as Education Secretary, but the post of Kathmandu Area Superintendent has temporarily been left unfilled.

Staff numbered 8 through most of the year (7 Board Appointees and 1 volunteer direct appointee) and carried on the varied activities of HQ offices and the guest-house, with the assistance of 11 regular employees. HQ functions can best be reported by offices and related departments.

A) *Executive Office.* Duties of this office were carried by Frank Wilcox and by the Personnel Secretary, Canon Sam Burgoyne, who also serves as Assistant to the Executive Secretary. Correspondence, committees and boards, personal conferences, conversations with officials at HMG at various levels, meetings with many visitors from UMN member bodies—men and women whom we gladly welcome as fellow workers in Christian ministry here in Nepal, and who never fail to bring fresh inspiration, new insights and helpful counsel—travel in the projects of the Mission, considerations of both problems and opportunities, have again characterised the day-to-day activities of this office.....The Executive Secretary was

away from mid-April to late June, travelling on Mission business in Europe, the USA and the Orient. During his absence Canon Burgoyne, in addition to the demanding duties of the Personnel Office and Language School, assumed the responsibilities of the Executive Office and functioned in that post most effectively. Betty Young, office secretary, continued to handle her wide range of duties with maximum skill and efficiency. In addition to the retirement loss of our Kathmandu Area Superintendent, Mr. Asbjorn Voreland, Gorkha Area Superintendent, left with his family on furlough in June. Miss Fran Swenson was appointed Acting Area Superintendent, and, together with Dr. Pam Dodson, Tansen Area Superintendent, offered great assistance to this office in a continuing, close working relationship. Both the Education Secretaries, Mr. Barclay and—in the latter part of the year—Miss McCombe, and the Health Services Secretary, Dr. Gordon Mack, gave much time and energy to travel in the projects, conferences with HMG officials and our own UMN workers. Their assistance has been invaluable. The continuing assistance of Connie Sutcliffe with mail, correspondence and clerical work we have learned to count on each day.....The next sections of this report come from the pen of Sam Burgoyne:

B) It has been a good year, with fine teamwork at UMN Headquarters, and warm Christian fellowship in service. The Executive Secretary was absent on a Mission business trip during the summer, covering Europe, USA and Japan. This involved me in the duties as Acting Executive Secretary dealing with correspondence, substituting for Mr. Wilcox at boards and committees, and leading in decision making. In early July, after the Executive Secretary's return, I took time for a knee cartilage operation at Shanta Bhawan Hospital where I was an inpatient for 12 days. It was a successful operation, and return to normal walking—and hiking—was rapid.

Personnel Office. The increase in numbers of Board and Direct Appointees expanded the correspondence and file records. There were numerous enquiries from interested applicants and personnel secretaries. Personal contacts with new overseas workers were maintained, first through correspondence following acceptance by UMN, by meeting on arrival in Kathmandu, and briefing conferences before and during language study at our school.

Many Board Secretaries have visited Nepal during the year, and there have been very helpful conversations dealing with filling of approved posts. The Personnel needs list has been revised during the year, and distributed widely. A "Job Descriptions" file is growing, particularly for technical applicants. The Board appointee figures for 1972 were :

New arrivals	29	Returned from furlough	14
Furlough departures	23	Termination of service	20
Sick leave	5	Retirements	2

C) *Language and Orientation School.* There has been gratifying response on the part of home boards to the UMN plan for two 4-month terms beginning February 1st and August 1st. The importance, for effective service and happy adjustment, of conscientious language study is being accepted. We have been encouraged by an increase in the number of students. Four students of the August 1972 group, with experience of Indian languages, actually completed the 120 lessons of "Conversational Nepali" in three months, and at the end of the term all four passed the First Nepali examination with high grades. They gave much credit for this achievement to the teaching staff of our school.

The Conversation Class continues to be profitable. The progress tests were mimeographed for use. A word list of the "Conversational Nepali" course was produced by Mr. Keshab Khanal, the head teacher. He also

completed, in collaboration with the Supervisor, new vocabularies and sentences for the fourth revision of the UMN Language Course, which has been produced in mimeographed form. Two Empex cassette recorders were donated to the Language School by Miss Lorraine Wilson of Cleveland, Ohio. This is the equipment which we needed, and we are going to produce master tapes for use by students with their Conversational Nepali course. We are encouraging students to bring cassette recorders.

In the periods between school terms we continued to welcome overseas workers who came for refresher courses and examination preparation. Orientation lectures and local tours have continued, and additions have been purchased for the library. The February term had 8 students, and the August term had the largest student body as yet, eighteen. At the time of writing we expect 14 for the February 1973 term.

1972 statistics were :

New students	27	Passed Nepali I	13
Students, refreshers	22	Passed Nepali II	5
Total using school facilities	49		

D) *Other Ministries of Personnel Secretary.* The contacts with the pastors and congregations of Putali Sadak, Gyaneshwar and Rabi Bhawan have been maintained. Occasional services have been provided in the British Embassy Hall and also the British Council Hall. There is a constant stream of tourists into Kathmandu, and many of them are church people. A goodly number of these get in touch with UMN Headquarters, and we give time for personal briefing about the work, and organize visits to Shanta Bhawan Hospital and the Girls' High School.

The Prayer Calendar is a small booklet produced twice a year, listing all workers in their stations, and providing information to stimulate daily prayer for the

United Mission. The Personnel Secretary has responsibility for producing this special literature.

I have been responsible for the organizing of the annual Workers Conference for the past four years. There is much correspondence in relation to the securing of special speakers, the planning for the meeting hall, equipment, and guest accommodation for up to 100 overseas workers. Each day there are two sessions with the special speaker providing spiritual inspiration. Business sessions give opportunity for work reports and discussion of policies and plans. Workshops for doctors, nurses, teachers and business personnel have been much appreciated. This five-day conference is a high point in the year, particularly for the numerous workers who have been serving in isolated posts with few opportunities for warm Christian fellowship in large groups.

This is my last annual report of work in the United Mission, as my wife and I leave Nepal in a few months for pre-retirement furlough. We have enjoyed our years in Kathmandu, and are humbly grateful for the opportunities of Christian ministry here. Our conviction is stronger than ever that the United Mission is a fine, effective instrument which the Holy Spirit is using for the glory of God and the building of His Church in Nepal.

CANON S. BURGOYNE,
Personnel Secretary.

E) *Treasurer's Office.* Our UMN Treasurer, Ian Stuart, with his staff, has again handled a large volume of Mission business, dealing with all Mission monies, travel arrangements, trying to keep up-to-date on the complex, always changing regulations governing import licences, paying rents on property leased by the Mission, seeing to the maintenance of HQ property, arranging for project audits, and other essential "bits and pieces"

of Mission and missionary business Dorothy Broom, our Mission-wide auditor, has continued to offer her valuable services to all of our projects, and in those smaller projects where we have no business manager, has extended her services to accounting counsel in addition to auditing.

F) *Supply Office.* Since a man to fill the Central Services Supply post has not yet been found, our Treasurer, Ian Stuart, in consultation with other members of HQ staff, has continued to oversee the work of the Supply Office staff. As in previous years, several hundreds of tons of supplies—foodstuffs, building materials, hospital supplies, drugs, etc.—have been purchased and sent out to hill projects by RNAC, Royal Flight, and the Cessna/Helio Courier Service of the Summer Institute of Linguistics. Late in the summer, RNAC assumed booking rights for all charter air service in Nepal. This change has made the planning of charter service to Okhaldhunga and other points more difficult and more expensive.

G) *Mission Home.* Our hostess, Miss Lilly Ammann, writes of her work: During the year 1972 the Headquarters guesthouse, with its two annexes, provided shelter and hospitality for a total of 431 adults and 121 children. The number of days involved was 3,252. The majority of people for whom accommodation was found were members of our own Mission family. In addition there were representatives of different Mission boards and organisations having a special interest in the UMN. The quota was made up with relatives and friends of Mission personnel and a few "transients" who had heard in some way or other that UMN Headquarters included a guesthouse providing accommodation for needy wayfarers. The presence of visitors joining the small Headquarters family circle added greatly to the richness

and depth of fellowship experienced. A few guests, unknown on arrival, departed as firm friends, with a very real interest in extending the work of the Mission. In certain instances we were again vividly reminded that, in welcoming strangers, we often do indeed entertain angels unawares.

MISS L. AMMANN.

But of course these few paragraphs are only the introduction to the UMN story for 1972. We thank God fervently for the record of events that follow, the reports from the stations and projects of the UMN spread across this lovely land. That record bears significant witness to the gracious presence and working power of God in our midst, forgiving, transforming, guiding, providing, saving and finally accomplishing His own high purpose, not merely in the UMN, but among the people of Nepal.

REV. F. WILCOX,
Executive Secretary.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) GENERAL FUND.				
Receipts :				
Petrol refunds	8,000.	3,948.46		—
Miscellaneous	800.	880.00		—
UMN Treasurer	114,100.	121,591.97		113,900.
Personnel Con- tributed services	66,660.	66,660.00		63,360.
	<u>189,560.</u>		193,080.43	<u>177,260.</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
Payments :				
Office rent & utilities	24,600. }	8,275.94		12,000.
Language				4,800.
School rent				
Salaries, general	13,000. }	25,345.47		14,000.
Salaries, Agent dept.	15,000. }			8,800.
Postage, printing, office supplies	17,000.	32,570.10		23,000.
Duty travel	15,000.	15,929.14		15,000.
Publicity	1,500.	868.25		1,500.
Executive Committee travel	2,000.	3,317.07		2,000.
Agent office	300.	165.36		—
Legal Advisor's fee	1,000.	1,015.00		1,000.
Audit expenses	2,000.	2,250.00		2,500.
Workers Conference	8,000.	9,363.75		10,000.
Vehicle and transport	15,000.	15,453.74		10,500.
HQ staff duty travel	3,000.	1,657.50		1,000.
Maintenance	4,500.	7,338.02		6,000.
Miscellaneous	1,000.	2,871.09		1,800.
Personnel Contributed services	66,660.	66,660.00		63,360.
	<u>189,560.</u>	<u>193,080.43</u>		<u>177,260.</u>

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 31.12.72
2) CAPITAL FUND.				
N. C. F.				
Hostel	—	57,000.00	—	57,000.00
Pokhara Vacation House	—	35,350.00	—	35,350.00
Vehicle depreciation	—	5,736.06	—	5,736.06
Vehicle, sale	—	19,000.00	—	19,000.00
General	76,541.41	22,241.10		(35.07)
Building			51,001.05	
Furniture and fittings			5,203.88	
Office equip- ment			16,598.35	
Vehicle & cycle			20,196.40	
Godavari vacation house			1,930.40	
5% Capital service charge			3,887.50	
	<u>76,541.41</u>	<u>139,327.16</u>	<u>98,817.58</u>	<u>117,050.99</u>

APPENDIX D
SPECIAL PROJECTS REPORTS
FOR 1972

I. BUILDING DEPARTMENT

The work of the Department is concentrated in three main areas: Pokhara, Tansen and Kathmandu.

Pokhara. Work continues on the building of the Boarding School, with the completion of another hostel, staff house / dispensary, and the south wing of the school building. Two other hostels, together with the kitchen / dining room and school administration block, are nearing completion. Bob Buckner left for furlough in June, and there has not been any replacement to assist the site engineer, Delos McCauley.

Tansen. Work started on the new extension of the hospital and ancilliary buildings. Stage I of the hospital extension is well under way, and the new staff house is expected to be completed early in 1973. Ron Mowll, who returned from furlough earlier this year, directs the construction work.

Kathmandu. Detail drawings, etc. are prepared by the Office in Kathmandu for the work at Pokhara and Tansen. The Office has also prepared details for other projects, and members of its staff have acted as locums for other engineers during leaves. As well as designs and estimates for new projects, the Department has been consulted in connection with other schemes both large and small, inside and outside the Valley. The Office is staffed by 1 engineer, 1 draughtsman / supervisor, 1 detail draughtsman, 1 trainee, and 1 surveyor / supervisor (now seconded to Tansen).

MR. M. THOMAS,
Head of Department.

STATEMENTS OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) GENERAL FUND.				
Receipts :				
Fees from UMN projects	18,000.	24,986.36		25,000.
Fees from other projects	2,500.	1,950.65		5,000.
Personnel contributed services	25,000.	17,500.00		18,000.
	<u>45,000.</u>	<u>44,437.01</u>		<u>48,000.</u>
Payments :				
Office salaries	12,000.	13,116.84		17,500.
Office rent and services	2,750.	3,104.92		3,750.
Stationary, printing and postage	1,500.	2,000.50		2,000.
Travel within Valley	1,500.	2,926.53		3,000.
Travel outside Valley	2,000.	3,491.84		3,000.
Repairs and maintenance	750.	380.86		750.
Personnel contributed services	25,000.	17,500.00		18,000.
	<u>45,500.</u>	<u>42,521.49</u>		<u>48,000.</u>
Excess receipts over payments			1,915.52	
Add: Cr. balance at 1-1-72			108.03	
			<u>2,023.55</u>	

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 31.12.72
2) CAPITAL FUND.				
UMN Designated Funds		8,585.00		
TEAR Fund		14,670.00		
Other gifts		1,005.00		
Quickset survey level			2,156.00	
Motor cycle and helmets			3,997.40	
Adding machine			2,600.00	
Concrete test machine, initial payment			11,581.22	
Office Furniture and equipment			2,335.58	
	<u>—</u>	<u>24,260.00</u>	<u>22,670.10</u>	<u>1,589.90</u>

Summary of Balances at 31st December 1972

Cash in hand	795.86	
Cash at bank	2,345.22	
Advance from UMN Treasurer		1,747.26
Materials in stock	2,219.63	
General Fund balance		2,023.55
Capital Fund balance		1,589.90
	<u>5,360.71</u>	<u>5,360.71</u>

II. TIBETAN CAMP, POKHARA

Looking back on 1972, it has been a good year with many changes for the better. There are certain signs that the settlement is finally moving in the right direction.

The farm has given better results than ever before. The field crops and vegetables have produced well, and so have the chickens. More than 60,000 eggs have been sold, with a net profit of nearly Rs. 3,000/-. Added to the project in 1972 was the piggery. It now has 12 breeding plgs, in addition to fattening pigs.

In 1972, as in 1970 and 1971, a training program was arranged in connection with the farm. A new water supply is under construction. Mr. Asbjorn Holm has been the manager of the agricultural project. A training program has been started for carpet weaving, and Mr. Jostein Holm has been assigned to take up the duty of handicraft manager from the beginning of 1973. The plan is to employ about 70 people in the new handicraft center.

MR. J. HOLM.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) GENERAL FUND.				
Receipts :				
UMN Treasurer	1,120.	1,120.00		1,800.
Personnel Con- tributed services	7,200.	7,200.00		7,200.
	<u>8,320.</u>		<u>8,320.00</u>	<u>9,000.</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
Payments :				
Mail services	120.	34.75		200.
Office expenses	400.	566.50		400.
Transport and travel	600.	344.00		600.
Miscellaneous	—	—		600.
Personnel Contri- buted services	7,200.	7,200.00		7,200.
	<u>8,320.</u>	<u>7,200.00</u>	<u>8,145.25</u>	<u>9,000.</u>
Excess receipts over payments			<u>174.75</u>	
2) CAPITAL FUND.				
Receipts :			<u>1,955.02</u>	

III. SCHOLARSHIP PROGRAM

During 1972, 61 Nepalese students received scholarships from the Scholarship Program for further training.

Twelve students completed their training in the following fields: Master of Arts—1; Intermediate Arts—2; Bachelor of Education—2; Intermediate Education—2; Laboratory Technology—1; Refresher Dresser course—1; 18 months of Prosthetics training—1; Agricultural education—1; Special short-term x-ray training—1.

At the end of 1972, 32 students were studying on general scholarships; 9 on Sherpa scholarships; 8 on special German scholarships; and 1 on a special Japanese scholarship. They were studying in the following fields: Nurses training—3; School Leaving Certificate—6; Intermediate Science—12; Intermediate Education—11; Bachelor of Science—4; Auxiliary Health Workers training—3; Pharmacy—1; Engineering—3; Bachelor of Commerce—1; Bachelor of Arts—1; Bachelor of Education—3; Public Health Nursing course—1; English Language Institute—1.

The UMN Scholarship Program continues to operate on the principle that the students should be trained in Nepal if at all possible, and in fields related to the New Education Plan.

The support for the Scholarship Program comes from sources outside of the recurring and capital budgets of the United Mission, and the awarding of scholarships depends upon the continued receipt of these funds.

We thank God for the opportunity to help in the training of national leaders of Nepal, and ask for His continual guidance in our work.

MISS N. KEHRBERG,
Secretary.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
<i>Receipts :</i>				
General scholar- ships	92,690.	61,889.20		127,434.
Sherpa Scholar- ships	15,700.	20,907.00		13,000.
From Germany	15,800.	106,026.87		—
From Japan	2,960.	10,100.00		10,100.
From Leprosy Mission	2,700.	—		—
From Crusaders	14,220.	—		—
Gifts	—	1,287.38		—
Exchange gain	—	505.00		—
Repayment of loans	10,000.	—		14,011.
Do. from agricul- ture students	5,200.	—		5,200.
Personnel Contri- buted services	7,200.	7,200.00		7,200.
	<u>166,470.</u>	<u> </u>	207,915.45	<u>176,945.</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
Payments :				
General Scholarships		95,289.78		148,315.
Sherpa Scholarships	152,970.	18,656.17		15,070.
German Scholarship		36,718.01		—
Japanese Scholarship		11,574.96		—
Administration	2,400.	—		2,400.
Transportation	2,400.	—		2,400.
Rent	1,500.	—		1,560.
Personnel Contributed services	7,200.	7,200.00		7,200.
	<u>166,470.</u>	<u> </u>	<u>169,438.92</u>	<u>176,945.</u>
Excess receipts over payments			38,476.53	
Add : Balance at 1.1.72			<u>38,337.32</u>	
			<u>76,813.85</u>	

Summary of Balances at 31st December, 1972

Cash in hand	94.04	
Cash in hand	30,757.41	
Cash with UMN Treasurer	34,156.00	
Loans and advances	10,256.40	
Furniture	1,550.00	
Balance at 31.12.72		76,813.85
	<u>76,813.85</u>	<u>76,813.85</u>

IV. CHILDREN'S HOSTEL

From January 1, 1972 until May 15, 1972 the Hostel was under the supervision of Mr. and Mrs. John Cook. Along with their own children, there were 11 children. Mr. and Mrs. Cook left in May to prepare for their furlough, and at that time we moved in. We wish to thank Mr. and Mrs. Cook for the work they did for the children, and for the way they helped us in taking over the work.

In the middle of May we started our work with 8 children. At few days later, we were asked to take care of the Collier boys as their parents were both hospitalized. So we were 10 for several weeks. At the end of the school term, Kathy Buckner left for America with her parents, and Hilde Voreland left for Norway with her parents. This left the number of children needing the Hostel at six.

During the summer holiday time the hostel was painted and the wet walls in the dining room refinished. A new floor also was put in an upstairs room. It was not finished when the children returned, but this was no problem because numbers were down and the children cooperated in moving around until the work was completed.

We have had some shifting of household help, but have kept the former cook and laundry lady. Two new servants have been hired and are proving satisfactory.

Because of the lower number of children using the Hostel, the charges had to be raised. A letter of appeal has also been sent to member bodies, and some gifts have come in from this. Some member bodies contribute on a regular basis. Two outstanding gifts have come in; they are Child Craft and World Book Encyclopedia. We are grateful for these study helps.

The school bus has been transporting children to two schools, and carrying about 30 children. From

1st February, 1973 runs will be made to three schools. We feel fortunate in having a very good driver. He has a kind way with the children, and is careful. The charges to the UMN parents are being held down because of the other children who are using the transport and sharing the cost. Charges are still figured at Rs. 2/- per mile.

We wish to express our thanks to the Hostel Committee for helping us in this time of readjustment, and also to the parents and their faithful support. We pray that the children will have a happy home, and know Jesus as their Saviour.

MR. & MRS. R. NEWTON,
Supervisors.

V. COMMUNICATIONS COMMITTEE

The Committee has continued to extend the playback ministry during the year, and has concentrated most of its efforts in this direction. We now have 32 playbacks placed in different parts of Nepal, and supply 37 sources with recorded cassettes. The cassette library has been increased, and now has 67 tapes for distribution. We have been helped in the making of these tapes by material supplied by Mrs. Hagen, as well as recordings which we have done ourselves.

At the present time we are experimenting with different sources of power supply for the playbacks, as this has always presented a problem and high expense to the users. Apart from our own distribution, we have supplied tapes for copying to INF in Pokhara, who have started their own distribution network.

Other audio-communication has been through the use of Gospel Recording records, and finger operated turn-talks. These have been supplied to many areas,

and we are investigating the means to get further supplies into Nepal.

The literature work has not been forgotten, and we have still taken an interest in the work of the Shanti Book Stall and continued to support it. We have also supplied literature and funds for the distribution of literature to various places. The work of Bible Society has also been of interest to us, and we have supported this from the funds available.

We thank you all for your interest and support, both in prayer and in gifts, and we look forward to serving you in the coming year.

MR. M. THOMAS,
Chairman.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

Receipts :

Gifts through RBMU	2,690.38	
" " UPC	10,100.00	
Other gifts	2,786.90	
Grant from UMN Designated funds	10,575.66	26,152.94
	<u> </u>	

Payments :

Cassette ministry (tapes, machines, etc.)	7,116.00	
Gospel Recording records, etc.	204.33	
Grant to Bible Society of India	5,050.00	
Grant to Shanti Book Stall	2,000.00	
Literature supply and distribution	1,206.00	
Stationery, etc.	79.50	15,655.83
	<u> </u>	
Excess receipts over payments		10,497.11
Add: Balance at 1-1-72		3,547.91
		<u> </u>
		14,045.02

VI. PADMA SADAN

Padma Sadan, situated in Bagh Bazar, Kathmandu, was the residence for Mr. and Mrs. Prakash Rai (laboratory technician at Peace Corps), Mr. and Mrs. Paul Spivey (pharmacist at Shanta Bhawan Hospital), Dr. Mona Bomgaars (Superintendent of SBH Community Health Program), and Miss Norma Kehrberg (Secretary of UMN Scholarship Committee). Throughout the year the residents of the house continued to make their home available to Nepalese students.

During 1972 Padma Sadan was open Monday through Friday, from 3-30—7-30 p.m., and approximately 30 young people visited Padma Sadan daily for various activities which included games, classes in English, guitar lessons, singing and fellowship. Special programs arranged throughout the year included tournaments in chess, carrom, and table tennis; film showing by the Japanese Embassy, USIS and the British Council; and special programs by United Mission members.

The library of Padma Sadan contains approximately 600 books, and received 8 periodicals per week. The library was used daily, and the circulation of books and periodicals was about 30 per month. Through gifts received during the year, Padma Sadan purchased a tape recorder, and received the use of a cassette recorder and tapes from the Communications Committee of the United Mission.

In July Dr. Mona Bomgaars joined the team in residence at Padma Sadan, and Norma Kehrberg returned from furlough. In December the Paul Spivey family left for furlough, and we look forward to their return at the end of 1973.

We are thankful for the support we have had in the past, and for opportunities for fellowship we have with young people in Nepal. We pray that we may continue to have time, interest and opportunity to meet young Nepalese students as we live in God's love together.

MISS N. KEHRBERG.

STATEMENTS OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	
1) GENERAL FUND.				
Receipts :				
Gifts	—	858.50		
Rent from UMN }	14,340.	9,000.00		
UMN Treasurer }		13,905.32		
Other rent	860.	810.00		
	<u>15,200.</u>	<u> </u>	24,573.82	
Payments :				
Rent	12,000.	21,000.00		
Maintenance	500.	81.40		
Electricity and water	300.	219.95		
Chaukidar and mali	1,000.	1,325.00		
Program expenses	1,200.	1,555.94		
Miscellaneous	200.	—		
	<u>15,200.</u>	<u> </u>	24,182.29	
Excess receipts over payments			<u>391.53</u>	
	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 31.12.72
2) CAPITAL FUND.				
General Equipment }	5,440.81	18,047.08	103.00	21,884.89
Tape recorder }			1,500.00	
	<u>5,440.81</u>	<u>18,047.08</u>	<u>1,603.00</u>	<u>21,884.89</u>

APPENDIX E

COMMUNITY HEALTH ADVISORY TEAM REPORT FOR 1972

Since the role of the Community Health Advisory Team is advisory and consultative, we did not have our own project. But we worked for the UMN projects, to help them carry on their community health programs. The statistics and real reports of the community health programs are available in the annual reports of each UMN project.

Okhaldhunga. We had the Village Health Volunteers (VHV) course and seminar at the UMN dispensary. These were the Jilla Panchayat programs, in which UMN provided technical advice. Their main emphasis was: "How to make latrines", and several latrines were made and used by VHVs at their own individual houses.

Bhaktapur. The Teachers' seminars were held at the local school. "How to improve health education" teaching methods were emphasised, and the teachers were getting much more practice in health education, not only in the school classrooms, but also in their own villages.

Shanta Bhawan. The UMN Kathmandu Valley District Clinics were changed into the SBH Community Health Services, which should be cooperative work between the Lalitpur Jilla Panchayat and Shanta Bhawan.

Amp Pipal. We held the teachers' seminar, and emphasised "How to improve drinking water sources". These teachers are expected to be the health extension advisors in their own communities.

Tansen. A VHVs' course and seminar was held, and first aid was emphasised. The Red Cross Volunteers of Tansen city participated in the seminar.

DR. N. IWAMURA,
Director.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) GENERAL FUND.				
Receipts :				
UMN Treasurer	22,858.	22,858.00		41,220.
Personnel Con- tributed services	9,600.	9,600.00		16,800.
	<u>32,458.</u>		32,458.00	<u>58,020.</u>
Payments :				
Salaries	8,886.	2,211.42		23,308.
Travel	6,000. }	2,883.94		8,000.
Transport	1,512. }			1,512.
Educational material	1,000. }	1,622.81		3,000.
Stationery	1,000. }			1,000.
Equipment	1,000.	—		—
Office rent & maintenance	1,460.	—		2,400.
Medicines	—	9,746.96		—
Water supply and latrines	—	2,551.56		—
Miscellaneous	1,000.	9.45		1,000.
Training programs	1,000.	—		1,000.
Personnel Con- tributed services	9,600.	9,600.00		16,800.
	<u>32,458.</u>		28,626.14	<u>58,020.</u>
Excess receipts over payments			<u>3,831.86</u>	

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 31.12.72
2) CAPITAL FUND.				
Furniture	825.00	—	139.30	685.70
Gift from Japan	—	2,000.00	1,609.98	390.02
Gift from USA	—	505.00	—	505.00
	<u>825.00</u>	<u>2,505.00</u>	<u>1,749.28</u>	<u>1,580.72</u>

Statement of Balances as at 31st December 1972

Cash in hand	5,412.58	
Capital Fund balance		1,580.72
General Fund balance		3,831.86
	<u>5,412.58</u>	<u>5,412.58</u>

APPENDIX F

TANSEN AREA REPORT FOR 1972

The work of this Area has continued steadily during the year, and there has been considerable development in some respects, especially in Community Health. We are also encouraged by negotiations with Dr. Moin Shah, Dean of the Institute of Medicine, regarding the ANM School. There has been plenty of work, interesting challenges, joys and troubles! We are grateful to God for opportunities given, strength to undertake them, and for the cooperation of the whole team.

I. Hospital.

A) General.

There have been no major changes in the hospital, but once again more people have been treated, both as inpatients and outpatients. There has been a significant rise in the number of deliveries this year. This may partly be due to the maternity department and midwifery training being developed under Sister Dawn Campbell, kindly loaned by the I.N.F., Pokhara.

There have been some staff changes during the year. Sister Klara Pedersen went on furlough in May, and Sister Sheila Fulker became Acting Nursing Superintendent. Dr. Jennifer Frank joined us for about three months, and was a great help until she unfortunately became ill and had to go home for treatment. Denise Stringer, our physiotherapist, went on furlough in June, and we have no replacement for her. This is a real lack. Dr. Jonathan Yoder retired in October, and we miss him and his wife greatly. Dr. Rob Ferguson is now doing the male surgery in the hospital. Dr. Margareta Hook and Sister Britt Johansson joined us in December, for which we are grateful. Dr. Dick Harding has now taken

over the job of Director of Community Health Services, but is continuing to act as consultant Internist to the hospital.

We have had a succession of medical students from abroad coming here for short periods. Two Nepali Residents have been with us in the latter part of the year. Dr. Pushkal Bhatari came for 2-3 months until he was posted to Kathmandu, and was a great help. Dr. Aruna Mishra, whose husband is the Electrical Engineer in Tansen, is still on the staff and proving invaluable. We hope she will be with us for several years. Shanta Bhawan nursing graduates, Lena Tuladhar and Karuna Gurung, returned to Kathmandu after doing good services here, and three Tansen girls—Gita Sakya, Begum Shrestha and Laxmi Hemachuli—have joined our staff. Our own Tansen-trained auxiliaries are also taking more and more responsibility and doing good work. Mr. Lokh Man Sakya went in to Kathmandu to do the Compounder's refresher course, and came out at the top in his exams. He is now doing a useful job as sorter and medical assistant, mostly in OPD. Mr. Sharda Sharma finished his advanced Laboratory Technicians training in Ludhiana, and once again has taken over our laboratory in September. Mr. Juthe Prasad returned from Vellore after doing 18 months training there in prosthetics, and is now setting up the rehabilitation workshop, and also doing some physiotherapy. Two other Tansen young men students—Shambu Rana and Tika Ram—are still in Kathmandu doing the AHW training course.

We are glad that we are now getting Nepali staff with better qualifications, recognised by the Government, although this means that our salary budget has to keep increasing. We are planning and looking forward to the time when many of our western staff can be replaced by Nepalis.

Due to the increase in the volume of patients, particularly outpatients, extra staff have been needed in the records section and cash section. The OPD waiting hall was excessively over-crowded, and the OPD cashier has been isolated in a sentry box on the verandah, which has greatly relieved the situation.

Statics for 1972 :	<u>1970</u>	<u>1971</u>	<u>1972</u>
Inpatients	1697	1809	1944
Outpatients	24030	28470	33171
Major operations	499	484	452
Intermediate operations	—	83	206
Minor operations	817	975	794
Procedures	—	534	474
Deliveries	62	69	107
Deaths from any cause	99	103	129
X-rays	1881	1790	1459
Miniature x-rays	4190	5731	4904
Flourosopies	944	782	531

B) Building.

The new staff residence is nearly completed, and a start has been made on the new hospital extension. The foundations are being laid, and some buildings have been demolished preparatory to building in their place.

We are grateful to the United Presbyterian Church for once again coming to our rescue and granting the remaining \$29,000 needed for the hospital building.

DR. P. DODSON,
Area Superintendent and
Medical Director.

C) Laboratory.

The hospital laboratory performs a wide range of tests for outpatients and inpatients. From time to time, as the need arises, new determinations or procedures are added to the list of tests that are done. Over the past few years, several new instruments have been acquired, and in the coming years there are plans for purchasing more new equipment which will allow more efficient work, new clinical determinations, and the establishment of bacteriological studies and a Blood Bank. This will be made possible because the director of the laboratory, Mr. B. K. Sharma, has just received his diploma for advanced laboratory technology from the University of the Punjab, studying at the Ludhiana Medical College and Hospital, and achieving the third highest marks in the State; and also because within three years a new laboratory will be added to the present hospital complex. The laboratory is also used in the training of Public Health Assistants, and Mr. Sharma teaches microbiology to the Auxiliary Nurse Midwife students.

Laboratory technician training program: Not only does the laboratory serve the hospital, but it also serves as a daily practical classroom for our laboratory technology trainees. There is good reason to believe that in the future this program will continue and possibly enlarge. During the past year, four trainees have worked in the laboratory. Two boys had previously graduated from our Auxiliary Nurses training course. One boy had the first five months of this course. One boy had only one month of Community Health training. Mr. Sharma gives most of the theoretical and practical training, while Dr. Harding has been giving informal, and also formal, instruction in interpretation of tests. The stress in the training course is on actual laboratory work under supervision, and there is certainly adequate opportunity for work.

New proposed laboratory organisation : When the construction of the new hospital extension is completed by 1975, the laboratory will be in three sections :

1. The present laboratory, which will actually be only half the present size after alterations. In this section, located in the OPD, will be performed routine hematology, urinalysis, stool tests, and tests on body fluids. It will serve both the outpatient and inpatient departments, just as it presently does.
2. Bacteriology laboratory, which will be located as a separate section of the new laboratory and will be a self-contained unit, with refrigerator, incubator, cleaning and sterilizing equipment. It has been designed by Dr. Walter Bond, pathologist at Shanta Bhawan Hospital, and the staff at Ludhiana Medical College. In this section will be performed bacteriological cultures.
3. Biochemistry laboratory, which will be located in the remaining section of the new laboratory, and connected to it by a door. It has also been designed by Dr. Bond and the Ludhiana staff, in consultation with Dr. Harding and Mr. Sharma. The chemicals and apparatus needed for chemical tests will be moved to this laboratory, and additional equipment will be needed as our services increase. Serological tests and Blood Banking will also be performed here.

It should be noted, however, that the required new equipment will be operated by essentially the same staff that we presently have, and that it will not require any special maintenance or recurring expenditures.

In three years, after all construction and purchase of equipment has been made, Tansen Hospital will undoubtedly have one of the finest and most complete

laboratories in Nepal, outside of Kathmandu. On the other hand, we are very conscious of and cautious about going to great expense to be able to perform esoteric and expensive and generally unnecessary laboratory tests. We also realise that, like most well-run laboratories, our laboratory makes a profit. This year a detailed cost-analysis was made taking into account even the expense of and depreciation of equipment. This helped us to adjust our prices at more realistic rates (mostly lower than before). These charges remain within our patients' ability to pay, and are consistent with charges in this part of the world. These are the same for inpatients, outpatients, general and private patients. All cytology is sent to Dr. Bond at Shanta Bhawan Hospital, which has proved a satisfactory arrangement.

Laboratory statistics :	<u>1971</u>	<u>1972</u>
Stool	5372	4065
Urinalysis	3970	2387
Haematology	8710	7352
Body fluids	1870	1117
Chemistry	498	466
Miscellaneous	1552	811

DR. R. HARDING,
Supervisor.

II. Auxiliary Nurse Midwifery School.

Three boys and three girls completed their two-year training in April. After graduation, Gunakar began training as a Medical Assistant with Dr. Harding. The other two boys have had some training in Community Health, laboratory and dispensary departments.

The three girls joined the four second year girls in the midwifery course which got under way in August. One of the girls has dropped out to get married. We

are grateful to the INF for loaning us Dawn Campbell, Midwifery Tutor, and she has also become hostel supervisor.

In April 15 new students were admitted; 6 girls and 6 boys for the general course, and 3 boys for community health training. Eleven of these students have passed exams and are continuing their training. Two of the second year students have left us to do training in Kathmandu.

Throughout the year we have continued to have contact with government officials concerning the establishment of an Auxiliary Nurse Midwife Training School. Following discussions with the new Institute of Medicine, we have proceeded with plans for a Tansen/Pokhara ANM School. There is still much to be done in the way of improvements and upgrading. We need much wisdom in our thinking and planning as we face the future.

MISS E. CLYSDALE,
Director.

III. Leprosy work.

The work continues to grow, as will be seen by the comparison with the figures for the previous two years :

	<u>1970</u>	<u>1971</u>	<u>1972</u>
No. of patients on register			
on 31.12.72	856	1018	1168
No. of new patients	283	307	344
No. of contacts of patients put on preventive treatment :			
Children (15 years & under)			534
Adults			270
No. of admissions			30

If the 1168 patients on the register on 31 December be added to the total number of persons put on preventive treatment, it will be seen that the leprosy outpatient work has had a direct impact on about 2000 people during the course of the year. It is worth stating that this aspect of the leprosy work is more than self-supporting because patients are quite willing to pay the 2 pice per tablet of DDS, and Rs. 3/- for the special leprosy laboratory tests. The leprosy work in Tansen in both the OP and IP departments continues to be a working exhibit to the Government of how leprosy work can be effectively carried out in the context of a general hospital.

An increasing number of leprosy patients are using the motor road to come up from India to the hospital, but these are referred back to their own local hospitals for treatment to discourage them travelling in public transport.

Over the years in Pokhara, Kathmandu and Tansen it has been found that 43%-44% of the cases seen have been of the lepromatous type. It is probable that the incidence of leprosy in the country is not less than 2%, which means that there may be approximately 90,000 people in Nepal with the infectious lepromatous type of leprosy.

Research: In 1970, the Tansen report recorded that research done in Tansen indicated that leprosy is not spread through unbroken skin, but through nasal and oral mucus. In one single nose blow examined quantitatively, it was estimated that 12-18 million leprosy bacilli were expelled into the environment. In March 1973, Dr. Rees of the National Institute of Research in London estimated that one patient expelled 380 million bacilli in 24 hours, with a viability rate of 10%. This rate may well be 60% to 70% in many cases. I have found that on regular DDS treatment the leprosy bacilli

are eliminated from the nose blow smears in 4 to 6 months in the great majority of cases, and, provided treatment is not stopped, the nose blow smears remain negative. It appears that borderline leprosy is not infectious.

It is essential that the field worker in Nepal do two things :

- (a) Always examine a smear of the nose blow to get the true index of the patient's infectivity;
- (b) Always explain to the patient how he may be spreading the disease and what he can do to prevent it, including :
 - i) How long it takes, on DDS treatment, to eliminate the bacilli from the nose blows and spit, and, of course, how long after that he should continue taking the medicine.
 - ii) The way to dispose of his nose blowings and spit. They must stop their unhygienic nose blowing and spitting habits, and adopt the handkerchief to trap both. The writer keeps in the consulting room a supply of torn up squares of cloth of large handkerchief size to give to patients with lepromatous leprosy.
 - iii) Simple barrier precautions in the home.
 - iv) Preventive DDS treatment for all the patients' immediate family contacts.

DR. J. C. PEDLEY.

IV. Community Health Services.

A. Maternal & Child Health Clinic, Tansen.

The Women's and Children's Clinic in Tansen has changed its name to the Maternal & Child Health Clinic, and has moved to another house. That is the main change for 1972. The clinic has been held, as before, twice weekly, and attendance is steadily growing:

	<u>1970</u>	<u>1971</u>	<u>1972</u>
Women	2679	2879	3145
Children	1633	2184	2669
Total	<u>4312</u>	<u>5063</u>	<u>5814</u>
House visits		500	430
Home deliveries		130	145

The main emphasis is on public health teaching, antenatal and child care. But among the women coming to the clinic are people with many different kinds of sicknesses and problems. Many are coming for advice and help in problems. We thank God for the many friends He has given us through the work in the clinic.

We have also been invited to help at the Well Baby Clinic in the Government Hospital, but, due to lack of staff for our own work, it has been a meagre amount of help this last year.

District Midwifery. In addition to the clinic work, we go out to the homes to help the mothers at the time of delivery. This work gives wonderful opportunities, but is also very time consuming. The last 2-3 years we have had to limit this help to the women living in Tansen, who have come regularly for antenatal care. Women who have come for antenatal care but live too far away to call us in the time of delivery often rent a room in Tansen for that time. 130-150 district midwifery cases have been attended every year for the last 3-4 years. These are as many as we can manage with out total staff of three people (1 missionary nurse; 2-3 midwifery students, and 1 chaukidhar), for both clinic and district work. Auxiliary midwifery students from the hospital come for 1-2 months domicilliary midwifery experience.

House visits. In connection with the district midwifery work, 430 house visits, in addition to the delivery calls, have been made during the year. These visits are for postnatal care and public health teaching purposes.

Humin Clinic. The general clinic in Deorali Chhap village has continued every fourth week, with opportunities for health teaching in the school and clinics. The total number of outpatients seen in 1972 was 434.

So much more could have been done, and done so much better, but I do thank the Lord Jesus, that He counted me faithful, calling me into His service.

MISS I. SKJERVHEIM.

B. East Palpa Community Health Program.

The work in East Palpa has been steadily growing. Not only are people from our five Panchayats seeking medical help and advice, but people from Tanahung District and Madesh are coming in increasing numbers to us. Weekly clinics are being held in Buling, the majority of patients being seen there now. The local Panchayat is going to build a clinic for us, which will be a great help.

Tul Bahadur, our Community Health assistant, has completed BCG work in 5 Panchayats. In most places people have cooperated well. Prabhu Dan and Jyoti Gurung joined our team mid-year, and we do appreciate their help and fellowship very much.

During the year Dr. Moody visited Darajheri and operated successfully on 12 patients (eye cases). Dr. Dodson, too, paid a "flying visit" to us, doing some "lined up" surgery. We are very grateful to both for giving us of their precious time to help and serve our people in this remote area.

Gwen Coventry left for furlough in September, and Heidi Froelicher filled the gap until Monika Schutzka arrived at the end of the year.

Local Panchayats continue to be helpful and cooperative. We just have not had enough hands and feet to go and take all the given opportunities and invitations for work among them.

Statistics are :

BCG injections	9594
TABC injections	5465
Major surgery	19
Minor surgery	195
Deliveries	5
Home visits	182
OPD treatments	8953
Goitre treatment	579

We are prayerfully seeking and considering new ways and means for community health work which will match the needs of the scattered Magar villages of East Palpa.

MISS E. BERNHARDT.

C. *West Palpa Community Health Project.*

The West Palpa Community Health team have been involved in several aspects of community health work during 1972, although the main emphasis has been on Tuberculosis control. In the early months of the year, little was accomplished because of lack of staff, but since the start of a training course for three Community Health assistants in April, work in the Panchayats has slowly got under way.

Tuberculosis control program: T.B. control involves the registration of TB patients, defaulter patient follow-up, TB case finding, examination of contacts, and BCG vaccination. Our work in these areas has been as follows.

(a) Palpa Nagar Panchayat (Tansen Bazar). Since the beginning of July, house to house TB control has been concentrated in Tansen Bazar. 3,922 persons have been checked in 7 wards, and the Normal College, and a re-check of persons and houses in two remaining wards (previously offered BCG) is almost completed. In total, 1547 persons have been Tuberculin-tested, and

1100 have received BCG (87% were under 15 years of age). 125 suspect TB patients or defaulters were referred to the hospital for further investigation. In addition, 112 homes, representing 230 TB and suspect TB patients, have been visited for follow-up and teaching purposes on several occasions since October.

(b) Village Panchayats. All houses in two Village Panchayats north of Tansen have been visited for TB case finding and BCG vaccination. All persons under the age of 20 were offered BCG. 40 persons were started on TB treatment in these two Panchayats, but continuation of their treatment has been with varying degrees of success only. The help of Village Health Workers, Ward sadasyas, Panchayat members and old TB patients was sought in order to encourage patients to keep on regular treatment. Medicines were delivered to patients, teaching given, return visits to several of these patients were made by team members. In spite of this, however, the defaulter rate remains similar to that of patients coming to the hospital for treatment. Sputum collection and examination has been carried out, both in village Panchayats and in Tansen. Statistics for the two panchayats are :

Total houses	794	Sick people examined	118
Total population	4802	Referrals to hospital	45
Tuberculin tested	114	TB treatment started	40
BCG given	1948		

(c) Tuberculosis register. The work of TB registration was started with the help of Mrs. Yoder, and has been carried on by a clerical worker since Dr. and Mrs. Yoder went on retiral furlough. All patients with TB attending the UMN Hospital this year have been registered by the Community Health Department. The hospital serves TB patients coming from four Anchals, representing 14 districts of Nepal, and from India. Double

the number of men compared with women come for treatment, and the largest age category for men and women is over the age of 30 years. In December we registered the highest number of new cases of any one month in 1972: 235 new TB cases. 145 of these came from the Terai and India, which would indicate the need for a continuing clinic service in the Butwal / Bhairawa area.

In the record system, a District file locates all new TB patients in their Panchayats, and separates out all patients who have defaulted in treatment. The defaulter rate for TB patients for the six month period from January to July was 33.8%, with a 49.7% defaulting after their first visit. After the second visit, 15.7% defaulted. Figures for the latter months of 1972 have not been completed, but little difference from previous figures is expected. Register statistics (in brief):

Old TB patients returning for treatment in 1972	812
New cases of TB diagnosed	1704
	<hr/>
Total for 1972	2516
	<hr/>

(d) Statistical Records. Statistics recording the geographical distribution, the age and sex distribution of new TB patients; tuberculin positivity in relation to previous BCG; and age groupings of natural converters, are being kept in addition to those already mentioned.

TABC and cholera immunization. Two requests were received from Panchayat members through the Tansen Red Cross Society to investigate reported outbreaks of cholera and to give TABC immunization. Medical attention was needed by patients on the second call, and Dr. Ferguson headed the team consisting of a Community Health student and some Red Cross volunteers. The call necessitated staying in the Panchayat

for two days. Requests for TABC immunizations also came from other Panchayats and schools, and in all a total of 2,292 persons were immunized.

Last January a visit was made with the HMG Smallpox Eradication Team to a West Palpa Panchayat centre where Panchayat members were given a three day training course in smallpox vaccination techniques. We were given an opportunity to give teaching about TB and its prevention.

Public Health Auxiliary Nurse Training. Because of a lack of senior Community Health workers and an inability to attract senior hospital staff into the community health field, a training course of longer duration than was first anticipated was started on 15th April, 1972, and three boys commenced their training. The boys are attending all lectures along with the rest of the first year students in the ANM School. Experience is being gained, both from work in various departments of the hospital and in the widening areas of Community Health work, and they are now actively engaged in all aspects of the TB Control program.

ANM training and Community Health experience. The Community Health experience for ANM midwives commenced in May of 1972, and has included tuberculin testing and BCG vaccinations, overnight trips for TB work in panchayats, TABC immunization, opportunities for health education and assisting at small village clinics. Monthly rotation of senior hospital staff started in December, and they will be involved in all aspects of the Community Health program. A course of lectures in Community Health was given to first year nursing students from June to September.

Village Health Worker training course. In November a two-week course was held for Village Health Workers in cooperation with the District Panchayat. Nine men

sent from Panchayats, including one of last year's graduates, attended the course. Five Tansen Red Cross Society volunteers also attended some of the course. There was greater emphasis this year on teaching and demonstration of health education techniques and on first aid measures. For the first time, sessions were held on simple village midwifery problems and techniques. The instructors included the Government doctor and two normal teachers in addition to various Mission hospital staff, and Dr. Iwamura. Since the training, all but one of the VHWs have been visited in their Panchayats by a doctor or nurse.

Red Cross Society—Tansen Branch. A course in First Aid, running over a 12 week period, was given to a group of Red Cross volunteers in Tansen by Dr. Ferguson. The volunteers ranged from 14 years of age up. Further training courses are anticipated.

Disaster planning: a plan for action in case of disaster was submitted to the Red Cross Society for their consideration. It will mobilise all health agencies in Tansen in the event of a large scale emergency, and make use of the trained Red Cross volunteers. As yet, no comments have been received from the Red Cross regarding this plan.

School Medical examinations. Health examinations were given by Dr. Ferguson to 663 pupils and 10 staff in several schools in Tansen. This program is to be developed further.

Miss A. MAW.

D. Butwal Community Health Program.

Community health work in Butwal differs from the other two outreach programs of the Tansen Area in that our involvement is completely in cooperation with and under the supervision of the Butwal Zonal Hospital. Dr. Sigrun Mogedal laid the ground work for this

involvement in 1970/71, until, by the beginning of 1972, she was engaged in daily hospital rounds, occasional anaesthetic work, and relieving clinics during holiday time of the hospital lady doctor. Butwal Hospital is a 50-bed hospital, staffed with 4 doctors, one zonal Public Health nurse, one dental vacancy, and an apparently adequate ward and OPD staff of RNs, ANMs, AHWs, Health aides, and a laboratory technician.

Our dual aim during 1972 could be stated thus: to become better acquainted with Nepali co-workers, and to initiate an area TB treatment and control program in cooperation with Butwal Hospital staff. Marcella Carfield joined Sigrun in this work, which took unrouted courses during the year, such as accompanying the school immunization team to 12 area schools, during which time we added BCG immunizations and physical examinations to the visit routine. Sigrun was placed in charge of the hospital laboratory, and began teaching routine laboratory tests to two young Nepali men and to Marcella. After this, we continued as laboratory staff for four hot months. Sigrun began weekly TB diagnostic and treatment clinics in March at Butwal Hospital, and in July in Bhairawa Hospital.

A mention of some unusual circumstances affecting our work during 1972 must be made. These include the transfer of two hospital doctors, one dentist, one nurse and the November arrival of three new doctors and one nurse. They include two long, unannounced absences of the lab. technician. The extended illness and emergency sick leave of Dr. Sigrun Mogedal was also unexpected and difficult. Now the recent HMG plans to include Pokhara rather than Butwal Hospital in the Tansen ANM training curriculum can be added to this list of changes and adjustments. So it is that we continue to enjoy the excitement of participating in this new work.

MRS. MARCELLA CARFIELD.

STATEMENTS OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) AREA ADMINISTRATION				
Receipts:				
UMN Treasurer	11,000.	11,000.00		3,000.
			10,000.00	
Payments:				
Maintenance on houses	10,000.	5,497.01		2,000.
Miscellaneous	1,000.	2,323.79		1,000.
	11,000.		7,820.80	3,000.
Excess receipts over payments			3,179.20	

2) HOSPITAL

Receipts:				
General fees	260,000.	234,581.10		245,000.
Medicine sales	225,000.	270,311.00		225,000.
Miscellaneous	22,000.	17,578.27		10,000.
Fees, private consultations	—	820.00		—
Service to Leprosy Department	7,000.	7,000.00		7,000.
UMN Treasurer	—	—		74,500.
Personnel Contri- buted services	119,160.	119,160.00		80,330.
	633,160.		649,450.37	641,830.

	Budget 1972	Actuals 1972	Total	Budget 1973
<i>Payments :</i>				
Salaries	190,000.	204,203.77		205,000.
Drugs	180,000.	200,157.41		200,000.
Medical, surgical, x-ray and labora- tory supplies	70,000.	75,238.80		75,000.
Bedding and linen	14,000.	11,861.48		14,000.
Catering	8,000.	7,006.83		6,000.
Laundry } Cleaning }	8,000.	5,335.19 245.08		5,000. 1,000.
Power and light	18,000.	21,705.04		22,000.
Building main- tenance	10,000.	8,593.70		15,000.
Administration	8,000.	9,603.77		12,000.
Miscellaneous	2,500.	2,273.70		1,500.
Vehicle transport	4,000.	4,000.00		4,000.
Rent and repairs	1,500.	1,206.74		1,000.
Personnel Contri- buted services	119,160.	119,160.00		80,330.
	<u>633,160.</u>		<u>670,591.51</u>	<u>641,830.</u>
Excess payments over receipts			<u>21,141.14</u>	

3) LEPROSY DEPARTMENT.

Receipts :

UMN Treasurer	28,400.	28,400.00		22,100.
Personnel Contri- buted services	5,100.	6,000.00		5,400.
	<u>33,500.</u>		<u>34,400.00</u>	<u>27,500.</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
Payments :				
Medicines	2,000.	684.23		1,200.
Shoes	400.	—		400.
Hospital treatment	5,500.	2,197.50		3,500.
Food	12,000.	5,973.73		8,500.
Miscellaneous and salaries }		3,300.87		1,000.
Horse	1,000.	371.00		—
Bedding and linen	500.	86.25		500.
Use of hospital services	7,000.	7,000.00		7,000.
Personnel Contributed services	5,100.	6,000.00		5,400.
	<u>33,500.</u>	<u>25,613.58</u>		<u>27,500.</u>
Excess receipts over payments		<u>8,786.42</u>		

4) COMMUNITY HEALTH :
M.C.H. CLINIC, TANSEN

Receipts :			
Medicine sales	8,000.	13,140.15	12,000.
Fees for deliveries	2,500.	2,445.25	2,500.
UMN Treasurer	2,500.	2,500.00	4,900.
Personnel contributed services	6,000.	6,000.00	7,200.
	<u>19,000.</u>	<u>24,085.40</u>	<u>26,600.</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
Payments :				
Salaries	6,000.	4,177.50		8,600.
Rent and repairs	2,500.	1,634.97		3,000.
Equipment }	—	30.00		300.
Supplies }	—	177.75		
Medicines	4,000.	7,052.10		7,000.
Miscellaneous	500.	115.50		500.
Personnel contributed services	6,000.	6,000.00		7,200.
	<u>19,000.</u>	<u>19,187.82</u>		<u>26,600.</u>
Excess receipts over payments			<u>4,897.58</u>	

5) COMMUNITY HEALTH :
WEST PALPA PROGRAM

Receipts :

Medicine fees	—	—		300.
UMN Treasurer	12,200.	12,200.00		27,900.
Personnel contributed services	19,200.	17,700.00		25,000.
	<u>31,400.</u>	<u>29,900.00</u>		<u>53,200.</u>

Payments :

Drugs	500.	1,422.00		3,000.
Salaries	9,000.	3,269.40		13,000.
Health education	1,000.	1,761.52		2,400.
Film for mass x-ray	500.	21.50		2,000.
Transportation	1,000.	782.38		4,700.
Supplies	—	251.07		1,600.
Miscellaneous	200.	816.52		1,500.
Personnel contributed services	19,200.	17,700.00		25,000.
	<u>31,400.</u>	<u>26,024.39</u>		<u>53,200.</u>

Excess receipts over payments

3,875.61

	Budget 1972	Actuals 1972	Total	Budget 1973
6) COMMUNITY HEALTH : EAST PALPA PROGRAM.				
Receipts :				
Medicines and fees	14,000.	15,788.00		15,000.
UMN Treasurer	8,000.	8,000.00		8,000.
Personnel Contri- buted services	10,800.	10,800.00		14,400.
	<u>32,800.</u>		34,588.00	<u>37,400.</u>
Payments :				
Drugs and supplies	12,000.	19,202.68		12,000.
Transport and coolies	5,000.	4,659.48		5,000.
Salaries	3,000.	5,053.96		4,000.
Maintenance and miscellaneous	1,000.	1,004.49		1,000.
Health education	1,000.	150.00		500.
Rent for clinic	—	—		500.
Personnel Contri- buted services	10,800.	10,800.00		14,400.
	<u>32,800.</u>		40,870.61	<u>37,400.</u>
Excess payments over receipts			<u>6,282.61</u>	

	Budget 1972	Actuals 1972	Total	Budget 1973
7) COMMUNITY HEALTH : BUTWAL OUTREACH PROGRAM.				
Receipts :				
Medicine fees	10,000.	1,798.11		—
Miscellaneous	—	1,208.20		
Grant from Norwegian govt.	18,000.	—		
UMN Treasurer	8,520.	8,520.00		
Personnel Contri- buted services	20,400.	19,650.00		
	<u>56,920.</u>	<u> </u>	31,176.31	
Payments :				
Drugs and vaccines	6,000.	5,079.00		
Salaries	12,420.	725.00		
Petrol and repairs	17,500.	2,645.40		
Miscellaneous	600.	940.06		
Personnel Contri- buted services	20,400.	19,650.00		
	<u>56,920.</u>	<u> </u>	29,039.64	
Excess receipts over payments			<u>2,136.67</u>	
8) COMMUNITY HEALTH : TANSEN OUTREACH PROGRAM.				
Receipts :				
UMN Treasurer	5,000.		5,000.00	
Payments :				
Transport	5,000.		—	
Excess receipts over payments			<u>5,000.00</u>	

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 31.12.72
9) CAPITAL AND DESIGNATED FUNDS.				
Undesignated capital	20,570.09	5,194.75	13,596.79	12,168.05
T. B. Fund	7,723.16	4,294.85	11,364.47	653.54
Community Health, East Palpa	5,959.94	—	393.65	5,566.29
Scholarship fund	2,130.94	150.00	350.00	1,930.94
Literature	44.53	2,563.50	2,185.23	422.80
Artificial limbs and Rehabi- litation	22,211.90	370.00	4,894.85	17,687.05
Motor cycle for Com- munity Health	2,166.50	92.50	—	2,259.00
UPC grant for linen	16,658.27	—	9,703.76	6,954.51
Refrigerator for Path. lab.	1,198.85	—	—	1,198.85
Equipment for MCH Clinic	34.00	1,025.00	—	1,059.00
Nurses training equipment	1,482.85	—	159.34	1,323.51
Beds	42,000.00	—	300.00	41,700.00
UPC grant for equipment	113,500.00	—	76,457.56	37,042.44
Surgical instruments	2,724.08	50.00	60.00	2,714.08
Medical library facilities	661.40	—	913.09	(251.69)
Nepali typewriter	1,575.00	—	—	1,575.00

CAPITAL AND
DESIGNATED FUNDS. (cond.)

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 31.12.72
Cine projector	10,500.00	—	—	10,500.00
Beaded screen	1,050.00	—	—	1,050.00
Duplicator	2,100.00	—	—	2,100.00
Dr. Pedley's designated a/c	—	4,126.97	300.00	3,826.97
Remodelling Mowlls' house	—	6,231.62	5,731.62	500.00
Miss Clysdale's designated a/c	—	14,489.91	2,148.97	12,340.94
Building Dept. (UMN grant)	—	589,200.00	425,870.00	163,330.00
Re-alignment of road	—	6,004.85	5,000.00	1,004.85
UPC grant for medical relief pgm.	—	9,595.00	5,226.05	4,368.95
Building Dept. (recurring)	—	40,693.08	20,591.34	20,101.74
Area Furniture	—	19,000.00	5,637.48	13,362.52
Comm. Health, West Palpa furniture	—	5,800.00	210.00	5,590.00
Incinerator	—	8,000.00	4,440.18	3,559.82
Auxiliary lighting	—	1,000.00	652.59	347.41
Health education	—	2,440.10	675.11	1,764.99
Children's education	—	882.00	200.00	682.00
Dhruvaghat water project (6,997.30)	—	8,387.49	1,390.10	—
OPD extension (631.35)	—	2,000.00	1,368.65	—
Dr. Yoder's designated a/c	505.00	—	505.00	—
	247,167.86	731,591.62	600,325.92	378,433.56

Summary of Balances at 31st December, 1972

Assets :

Cash on hand	7,605.83
Stamps	788.13
Cash in Amexco Bank	5,823.59
Cash in Nepal Bank	41,692.72
Central Store	127,048.99
UMN Treasurer, Capital fund	361,101.74
UMN Agent	1,560.21
UMN, Rent and car bill	7,055.89
UMN Treasurer, General fund	33,939.35
Community Health Adv. Team	42.00
Gorkha Project	410.00
B. T. I.	835.32
Pokhara School	336.00
Kerosene stock	1,129.61
Diesel and Mobiloil stock	2,355.16
General advances	7,269.81
Staff advances	1,267.23
	<hr/>
	600,261.58

Liabilities :

Patients' advances	8,659.50
Capital Fund balance	378,433.56
General advances	12,378.61
Personal advances	22,920.61
Central Store fund	150,000.00
Landrover spares fund	9,373.89
Power house spares fund	5,591.95
Guest unit fund	306.50
Reserve fund	12,145.23
General fund balances :	
Area	3,179.20
Hospital	(21,141.14)
Leprosy Dept.	8,786.42
MCH clinic	4,897.58
West Palpa	3,875.61
East Palpa	(6,282.61)
Butwal Outreach	2,136.67
Tansen Outreach	5,000.00
	<hr/>
	451.73
	<hr/>
	600,261.58

APPENDIX G
ITID (INSTITUTE OF TECHNOLOGY AND
INDUSTRIAL DEVELOPMENT)
REPORT FOR 1972

In 1972 the project has undergone various changes and developed further towards "a project for industrial development under the United Mission to Nepal". The following activities are now established in Butwal—

- The Division of the Butwal Technical Institute (BTI)
- The Division of Consulting Services (DCS)
- The Butwal Power Company Pvt. Ltd. (BPC)
- The Butwal Plywood Factory (soon becoming a Pvt. Ltd. Co.) (BPF)

All project activities are guided, coordinated and directed by the ITID Managing Board. A new Constitution and Bye-laws, covering all ITID activities was approved by the UMN Board of Directors at its March Meeting (23-24 March), and was implemented, effective from 1st May, 1972.

I. The Butwal Station.

The BTI Director, Francis Sauer, and since March the temporary Director, Helmut Milcke, have been in charge of the Butwal Station. The station includes the trainees' hostels, trainees' canteen, the guesthouse operation, and all UMN staff housing matters. In December there were 8 Board appointees and 11 Direct appointees, appointed by the UMN Executive Secretary, living in the Butwal station; 14 of them on the compound and 5 off the compound.

UMN staff in BTI:

Director—Francis Sauer, until end of February.

Temporary Director—Helmut Milcke, from March onwards.

Business Manager—Ian Colterjohn.

Assistant Business Manager—Ed Miller, until May.

Personnel Manager and Trainees' Supervisor—Ron Fox.

Training Coordinator—Francis Sauer, March to August.

Acting Training Coordinator (part-time)—Dan Jantzen,
from November.

Production Manager—Vic Tow, from May onwards.

Sales Manager—Dennis Neumann, from May onwards.

Machine Shop Supervisor—Tor Mogedal, until October.

Auto Shop Supervisor—Robert Schuh.

Electric Shop Supervisor—George Carfield.

Assistant Electric Shop Supervisor—Ed Martin.

Mechanical Design Engineer—Ernst Gugeler, until May.

Advisor to Wood Shop Supervisor—Ernst Braun,
from May onwards.

Building Department Supervisor—Darrell Ediger.

UMN staff in DCS :

Director—Odd Hoftun.

Site Engineer—Ken Rose.

UMN staff in BPC :

Executive Director—Odd Hoftun.

UMN staff in BPF :

General Manager—Helmut Milcke.

Production Manager—Vic Tow.

Business Manager—Roland Wittur, since November.

Maintenance Engineers—Jim Kauffman, until September.

Lloyd Schmucker, since Dec.

Assistant Plant Engineer—Eric Liechty, since December.

UMN staff in Butwal Station :

Dispensary—Mrs. E. Sauer, Dr. S. Mogedal, Mrs. M.
Colterjohn, Mrs. M. Carfield.

Guest House—Mrs. T. Miller, Mrs. M. Colterjohn,
Mrs. H. Milcke.

Housing Representative—Darrell Ediger, since November.

The dispensary has been relocated in the office building of BTI, and has been run, since November, by Mrs. Mary Matthai. The dispensary has been kept busy with routine treatment and occasional injuries resulting from work accidents. The number of guests staying overnight in Butwal is steadily increasing, and they are well taken care of by the Guesthouse staff.

II. Division of Butwal Technical Institute (Division of ITID).

Throughout the year there were two matters of serious concern which affected all decisions :

- a) The unsettled matter of the agreement between HMGN, Cottage Industries Department, and UMN, covering all ITID activities; that agreement has not been renewed by HMGN since November 1968.
- b) The serious lack of qualified and experienced personnel.

In its February meeting, the ITID Managing Board confirmed and adopted the following policy for BTI :

- a) The BTI is a production-cum-training centre.
- b) Its aims to develop industries, produce saleable goods, and undertake apprenticeship training of industrial workers within its regular production activities.
- c) It is stated policy that the total operation of the departments of BTI should be financially self-supporting.
- d) It is also policy to make the training program as strong as possible in order to develop men of character and technical skills, but production has priority over training.
- e) BTI aims to train managerial staff on a counterpart basis at all levels.

The production activities in all shops have fluctuated, often suffering from lack of market potentials. The manufacturing of the 2 suspension bridges (300 ft. and 500 ft. span), and 2 large wiring contracts for the Electric Shop increased the annual turnover appreciably, but it must be remembered that these were not regular ongoing activities.

- a) *Wood Shop.* Although work activities were very low through the year, continuous efforts related to changes in production, standardisation, and price reduction led to some success by the end of the year. Further attention is needed, however, to put the shop on a sound footing again.
- b) *Machine Shop.* Apart from a few months of high bridge manufacturing activities on top of normal workload, department activities continued at a medium level with its repair services, and the manufacture of special parts for ITID projects and local customers. The installed machine capacity still allows for increasing production. The development of special standard production items for the machine shop will need special attention in the next few years.
- c) *Mechanical Design Engineering Office.* A qualified engineer, fresh from his studies in Russia, took up the work in the office after Mr. Gugeler had completed his term in May. Design work for BPC and outside customers continued steadily, and although a beginning was made in the development of standard designs for water tanks and similar items, further emphasis must be given to this.
- d) *Welding Shop.* This department is noted for its high production quality and was able to maintain a reasonable production backlog even after the completion of the manufacturing of the suspension bridges in Butwal (site welding will be done in the first

months of 1973). The introduction of batch production methods in a production line has shown promising results and will be continuously emphasised.

e) *Auto Shop.* Although it provides running maintenance and full repair services, this department has extreme difficulty in competing with roadside repair shops, and the workload fluctuates greatly. The obtaining of spare parts is a major problem, and a challenge to improvisers while the Auto Shop is gaining recognition for its service quality. It is probably the department which has the most difficulties in combining production, training, and honest business methods.

f) *Electric Shop.* In a place like Butwal, where only about 50 Km. electric power is available and the two next electrified places are 20 Km. and 180 Km. away, an electric shop has definite limitations. Competition with local wiring shops is not the ultimate aim, as we are here to encourage the growth of small businesses and not close them down. Some big house—wiring contracts in Lumle, Pokhara and Bhaktapur kept the shop busy for a good part of the year. Manual motor rewinding work has started on a trial basis and some consideration is being given to auto electric work.

g) *Building Department.* With the separation of BTI into DCS and BTI, the building department has been reduced considerably, the building engineer going to DCS and the remainder being simply a service department for building maintenance work. Under these conditions there is no longer a training possibility in this department.

h) *Central Administration.* The administration was a place of rapid change during this year, with still no sign of stabilization in sight. Mr. Francis Sauer served as

Director until the end of February, when he resigned for personal reasons. Although the post has not yet been filled by a permanent appointment, Mr. Helmut Milcke was able to take on the duties of Director for the remainder of the year.

On a trial basis, two UMN members were appointed Sales Manager and Production Manager. Both assignments helped to overcome a number of problems, but final conclusions have yet to be reached, and the assignments may possibly be altered, enlarged, or cancelled in the coming year. Mr. Sauer filled the long needed position of training coordinator until leaving for furlough; this proved to be a key position for the implementation of BTI aims in training.

The introduction of a new revised employment contract and employment rule book, together with the fixing of job titles and minimum wages, the revision of the trainees' contract, and working out of some job descriptions, were the main achievements in the Personnel Office. The further reduction in number of foreign personnel, together with stronger emphasis on managerial training for Nepali supervisors, will be continued in the coming year.

Mr. K. S. Joshi, Public Relations Officer, was required to spend most of his time in Kathmandu, mainly for following up the HMGN-UMN agreement for ITID, for negotiations with Tribhuwan University, and for obtaining the manufacturing licence for the plywood factory.

- 1) *Training.* This part of BTI activities had a varied year which started with a lot of unrest among the trainees. A total of 11 trainees left or were dismissed (the highest since 1969), leaving 43 at the end of the year. The reduced number of trainee positions

in the workshops means that we can only admit 12 in 1973, which merely offsets the 12 completing training. This gives us the lowest number of trainees since 1969.

However, 1972 also saw the coming of Mr. Dan Jantzen in the post of Training Coordinator (albeit only part-time because of other duties caused by staff shortages). This should fill the long-felt need for formalizing and improving teaching in the various trades. This is even more urgent than before in view of the implications of the New Education Plan.

Negotiations with Tribhuvan University concerning the implementation of HMGN's New Education Plan in BTI's training program led to a verbal understanding that BTI in future will be directed in its training activities by the Dean, Nepal Institute of Engineering, and that it may possibly serve as a model for apprenticeship training in areas of low industrialisation. BTI is permitted to continue on-the-job training in production on a pre-SLC level. An application for recognition of the BTI Tradesman certificate related to HMGN's scales for "non-gazetted officer class I" has been forwarded to the Public Service Commission of HMGN. A team of 5 teachers from the Nepal Institute of Engineering came in December to Butwal to evaluate the final tests of 12 trainees, and was a great encouragement to all BTI staff.

III. Butwal Plywood Factory.

For most of the year progress was hampered by the delay in obtaining the manufacturing licence for the forming of a Private Limited share company. By February about 300 tons of machinery and equipment had been installed and the plant erection is now complete, except for the steam boilers and soaking pits. UMN-BTI

advanced a total of Rs. 400,000/- to BPF to help BPF to fulfil its obligations. The licence was finally received in December, and it is hoped that trial production can be started in about a year. The sawmill operation continued on a contract basis, cutting timber for BTI and outside customers.

BTI ADMINISTRATION.

IV. **Division of Consulting Services** (**Division of ITID**).

Organisational setup. In March 1972 the UMN Board of Directors resolved to establish the United Mission Economical Development Agency (UMEDA), and approved its Constitution. UMEDA is organised in Divisions which are separate projects under the one Board. To start with, UMEDA has two divisions: The Butwal Technical Institute (BTI) and the Division of Consulting Services (DCS).

DCS began its operations as a separate project on 1st May, 1972. From the old BTI it inherited the so-called Power Project, i.e. BTI's relations with Butwal Power Co. Pvt. Ltd. (BPC) as a shareholder and as a consultant. This involved the transfer of all accounts (assets, liabilities and funds) related to power development activities, along with management of plant and activities in this field. And it involved the transfer of a staff of five persons: three UMN workers (foreign), and two paid Nepali employees.

Personnel. Presently DCS has the following UMN workers on its staff: Mr. O. Hoftun, Director; and Mr. K. Roes, Civil Engineer (MCC). Another MCC man, Mr. Harvey Bauman, left in July after three years of dedicated and able service as site engineer for the hydro power project. During the last 2-3 months, BTI MCC man, builder, Darrell Ediger, has helped out on a part-time basis.

In October, Mr. Robert Berger, retired agricultural economist from USA, arrived for short term service as advisor on economic development. He is stationed in Kathmandu and engaged in research for the purpose of planning new projects.

Present activities. During the months which have passed since DCS was established, the division has only been able to carry on the work on the power project which formerly was handled by the BTI Building Department. This is mainly planning and supervision of the Tinau Hydro Project, based on a contract with BPC.

In September DCS moved into new offices, which it shares with BPC. These are located in the remodelled section of the BTI mechanical workshop block. Here are also storerooms for supplies and equipment belonging to BPC, or intended for use in the power project. BPC rents these office and storage facilities from DCS.

The former BTI diesel power station has been transferred to DCS. During the past year a new permanent building for the power station has been constructed, and two new generators installed. With this, the installed capacity of the diesel power station is 225 kW. (not counting a standby generator for the Plywood Mill which is also placed in the new building). The diesel power house with equipment is being rented to BPC, and used to meet the demand for power during peak load periods.

BPC administration and operation. The Power Company has, during the past year, built up its own administration to the extent that it is no longer dependent on assistance from BTI. With exception of a young university trained electrical engineer employed since October, the core of the staff is made up of tradesmen trained at BTI. By the end of the year the Company had the following staff working on confirmed contracts:

Administration	5
Distribution net operation	4
Power house operation (hydro & diesel)	4
Administrative and supervisory staff at construction site	7
	<hr/> 20 <hr/>

The operation of the first stage 50 kW. turbine has been going on smoothly for two years. And the demand grows at a slow, but steady rate. During the remaining months, up to the commissioning of the first generator unit in power house II, an increasing part of the demand will have to be met by diesel power. The number of consumers in the town is nearly 500.

UMN remains the major shareholder in BPC, with HMG's Ministry of Power a close second. The Board of Directors has five members, of whom three represent UMN. They are Mr. S. Ruohoniemi, Secretary of the Board, M. K. S. Joshi from BTI, and Mr. O. Hoftun, who serves as Executive Director and is seconded to BPC by UMN on a part-time basis to handle the day by day management of the Company. Chairman of the Board is the Chief Engineer of HMG's Electricity Department. Cooperation within the Board has been excellent.

The Tianu Hydro Project. Construction work has been going on throughout the year with the number of labourers varying between 70 and 150. A good number of these men have been with the Company for several years, and have become skilled in tunnel work, etc. Perhaps one of the more important results of this long-term construction program is the training it provides for workers who will be needed for similar jobs elsewhere in the country.

Another effect of this project is that it serves to demonstrate ways of constructing underground hydro power plants in Nepal. The methods used at BPC are very slow and primitive, but perhaps just because of that are more effective as an example of how the Nepali engineers themselves can, in a small scale, begin to develop their enormous reserves of hydro electric power. A constant stream of high Government officials visiting the project shows that there is interest. The recent visit of His Majesty the King gave a strong indication of this.

After many years of work, the 1500 m. of main tunnel blasting was completed in September. Work on the blasting of the second power house is now in progress. It is hoped that the first generating unit may be in operation soon after the monsoon of 1973. Installation of the second unit will soon follow. And by the middle of 1974 the planned capacity of 500 kW. should have been reached.

HMG has, however, requested that the installation be increased 1000 kW. in order that Bhairawa, Parasi, Taulihawa and Tansen may also be supplied with hydro power from Butwal. HMG is already constructing a transmission line between Butwal and Bhairawa, and plans to begin construction of a line between Butwal and Parasi during the coming year. So far BPC has not got the capital needed to start on this expansion. But there is hope that additional funds may be made available in time so that construction work can go on without delay.

Finance. About half of the capital invested in the power project has come from Nepal, partly as loan and partly as share capital. The other half has been invested by UMN as share capital in cash or kind. During the

year a grant from the Government of Norway of Rs. 900,000. was made available. Including this, the total investment in the power project so far is about Rs. 4,000,000., out of which about Rs. 600,000. is not yet spent.

Future activities. There are many ideas, but not yet any firm plans, for new activities to be taken up by DCS. It all depends on suitable personnel becoming available. And our prayer is that God will call the people needed in order to expand. We have indications that our assistance would be welcomed in many fields and places, by Government, as well as by the common man. But unless the right people are sent to us, our plans and ideas will just remain on paper.

MR. O. HOFTUN,
Director.

STATEMENTS OF RECEIPTS AND PAYMENTS AND OTHER ACCOUNTS, FOR 1972

I) Butwal Station : General Fund.

	Budget 1972	Actuals 1972	Total	Budget 1973
<i>Receipts :</i>				
— UMN				
— Treasurer	11,100.	11,100.00		39,820.
— Personnel				
— contributed				
— services	165,600.	165,600.00		147,000.
	<u>176,700.</u>		176,700.00	<u>186,820.</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
Payments :				
Central Staff Quarters— linen, uten- sils, etc.	1,600.	1,187.20		1,600.
Electricity for CSQ and streets	4,000.	5,599.66		5,000.
UMN Official travel	3,000.	1,818.41		3,000.
Official guests	1,500.	174.18		1,500.
Miscellaneous	1,000.	1,550.60		1,500.
Rental allowance	—	—		720.
Repairs, etc.	—	—		10,000.
Waterline maintenance	—	—		6,000.
Resident chowkidar	—	—		3,000.
ITID Board expenses	—	—		7,500.
Personnel contributed services	165,600.	165,600.00		147,000.
	<u>176,700.</u>	<u>165,600.00</u>		<u>147,000.</u>
			175,930.05	186,820.
Excess receipts over payments			<u>769.95</u>	

**II. Butwal Technical Institute (including Plywood
Factory) : Manufacturing & Profit and Loss
Account for the year 1972.**

Manufacturing wages & salaries	250,056.	Sales	1122,931.
Manufacturing supplies	179,590.		
Manufacturing materials	588,912.		
	<u>1018,558.</u>		
Less stock with departments	42,786.		
	<u>975,772.</u>		
Less work in process	72,658.		
	<u>903,114.</u>		
Repair and maintenance of buildings and equipment	17,088.		
Electricity	18,669.		
Toolroom and Eng. Office exp.	30,752.		
1972 Gross Profit	153,308.		
	<u>1122,931.</u>		<u>1122,931.</u>

Administration Salaries	58,323.	1972 gross profit	153,308.
Administration materials and supplies	9,147.	Income from stock sales	95,559.
Administration repairs	1,456.	Interest income	21,800.
Administration 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 Depts. Inc.	76,112.
Discount expense	4,161.	Less S/D Expenses	75,746.
BTI Board expense	5,751.		366.
Bank charges and interest on savings	1,776.		
Bad Debts written off	804.		
Log losses	10,575.		
Training expenses	33,309.		
Depreciation :			
Buildings and equip.	60,170.		
Saw mill	7,200.		
Admin. buildings	13,125.		
	<u>80,495.</u>		
1972 Net Profit :			
Work shops	25,665.		
Special depts.	366.		
	<u>26,031.</u>		
	<u>283,903.</u>		
			<u>283,903.</u>

III. Butwal Technical Institute : Summary Balance Sheet as at 31st December, 1972.

Assets :

Current (cash, bank, etc.)	675,867.
Inventories	691,169.
BTI Plant and equipment	1,588,890.
Plywood Factory equipment	2,488,146.
C & F. bills	7,797.
	<hr/>
	5,451,869.
	<hr/>

Liabilities :

Current (advances, etc.)	342,174.
Capital grants :	
Plywood Factory	2,352,116.
BTI general	2,637,941.
Butwal station, surplus	770.
Reserves and surpluses	92,837.
1972 Net profit	26,031.
	<hr/>
	5,451,869.
	<hr/>

IV. **Division of Consulting Services : Statement of Receipts and Payments for the year 1972.**
(UMN FINANCED PART)

	Budget 1972	Actuals 1972	Total	Budget 1973
<i>Receipts :</i>				
UMN Treasurer	10,000	10,000		16,000
Personnel Contributed Services	—	31,500		29,400
	<u>10,000</u>	<u>41,500</u>	41,500	<u>45,400</u>
<i>Payments :</i>				
Salaries	3,500	2,559		3,600
Training	—	—		3,600
Rent and Maintenance of Building	4,000	—		1,200
Depreciation and Maintenance of Equipment	—	—		500
Transport } Travel }	1,000	4,384*		2,000 2,000
Offices Supplies etc.	1,500	885		2,000
Promotion	—	—		500
Legal Expenses	—	—		500
Miscellaneous	—	16		100
Personnel Contributed services	—	31,500		29,400
	<u>10,000</u>	<u>39,344</u>	39,344	<u>45,400</u>
Excess Receipts over Payments			<u>2,156</u>	

* Out of this Rs. 3,558.01 is an amount covered by 1971 for Mr. Hoftuns' duty travel during furlough, which was paid out only in January, 1972.

V. **Division of Consulting Services : Consolidated Balance Sheet, as at 31st December, 1972**

Assets :

Current :

Cash on hand	461	
Nepal Bank	500	
Oslo Account	129,174	
Advance and Accounts Receipts	14,709	
UMN Treasurer	—	
B. T. I.	90,317	
B. P. C.	92,908	
	<hr/>	328,129

Plant and Equipment

Office Furniture & Equipment	4,005	
Survey Equipment	21,929	
	<hr/>	25,934
Less Depreciation	7,229	
	<hr/>	18,705

Power Project

Expenditure NORAD III Grant	371,439	
Diesel Generator etc.	62,622*	
Construction Equipment	36,597	
Pelton Turbine & Generator	3,384	
Materials	191,732	
	<hr/>	—
B. P. C. Shares	675,000	
B. P. C. Preliminary Expenses	2,258	
	<hr/>	1,343,032
Less Depreciation	37,616*	
	<hr/>	1,305,416

Operation Balances :

Consulting Services		
(Self Supported)	—	
Equipment	—	
	<hr/>	1,652,250

*Assets with no value has been written off against
Renewal funds as pr. (BM 156/72).

Liabilities :

Current :

Advances from other UMN		
Projects for purchases abroad	57,500	
B. T. I.		
Surplus UMN Financed Budget 1972—refundable to UMN		
Treasurer	2,156	
	<u> </u>	59,656

Capital Funds and Grants :

DCS Equipment (Transfer from BTI)	11,560	
NORAD Grant I	239,668	
" "	336,777	
NORAD Grant I	486,675	
Donations in Kind	513,803	
	<u> </u>	1,588,483

Operation Balances :

Norway Shipments	4,041	
Consulting Service		
(Self Supported)	70	4,111
	<u> </u>	<u> </u>
		1,652,250

APPENDIX H

BOYS' BOARDING SCHOOL, POKHARA REPORT FOR 1972

For 5½ years this school ran as a private school, with the United Mission joined in as one of the co-operating members and sharing in contributing management, staff and capital building money. The new National Education System came into effect at the end of 1971 in Kaski District where the school is located, so the school was brought under this System for the whole of 1972. This change has been such a big and important experience that we are going to take practically all of this report to tell what was happened.

Management of the School has been transferred from the former School Board (three cooperating member bodies) to the HMG's District Education Committee. The former Board has discontinued and its constitution, rules, contracts, etc. have been dropped. The school is now like 210 other schools in the District being run by the District Office. One difference is that the other schools have local Advisory Committees, but a decision was made that this school will not have such a Committee, but will be run directly by the District Education Committee. Nothing has been said or done so far about the ownership of the land or property.

The District Education Committee, in the early part of the year, gave to the school a *Ten-point Instruction Letter* explaining how the school should run under the new System.

Frequent instructions have been received from the new District Education Officer about how to run the school, usually in the form of circulars which apply to all the schools. Some are personalised to this school.

The Headmaster has kept in very close contact with the District Officer, averaging two visits a week, all through the year, to learn the policies and rules for running the school. The 1971 Plan book and the 1971 gazetted Education Rules are important guides for this work. The school is required to follow all the rules, and when there are any exceptions these have been approved by the District Education Committee.

The Nepali teachers in the School received letters of employment and assignment from their new employer, the District Education Office. They are now in a pool of 800 teachers, all under the same new salary scale and terms of employment. Their contracts with the former School Board terminated, and two teachers are withdrawing from the UMN Provident Fund. The Headmaster has had a lot to say about the teachers, but the District Education Office employs, appoints, transfers or terminates the teachers.

The five foreign missionary volunteer teachers have received appointment letters to this School from the District Education Office, which was approved by the Ministry, for an understood 2-year term. Other missionary staff serving in the school (building engineers, business manager, farm manager, hostel supervisors) have continued at their posts as before, without any specific instructions having been given about them. In the new System the Headmaster is responsible for all things in a school, so in this school he is responsible for the management of these foreign workers and their work.

All fees income, except hostel fees, has been turned in monthly to the District Education Fund. A 10% administrative tax is taken from this. Then the HMG share of teacher salaries is added to it, and the total is deposited into the School's bank account. The School

is permitted to then draw from this account such money as it needs to run the school according to its approved budget. During 1972 the school was permitted to continue on its former higher tuition fee scale so that it would have enough money to finance the year.

In mid-year two valued *Nepali teachers* were given study leave, along with 25 from the District, by the District Office, on salary, to get their B. Ed. degree. The school sought this as part of its plan to upgrade the qualifications and experiences of its staff. Substitute teachers were assigned by the Education Office.

In the early half of the year instructions were received which closed out the high school classes, making the school a Middle School. This was done because of the few students in Classes VIII and IX (total 22), which could not be justified under the new System management. The school arranged to keep these boys in its Hostel while they transferred as day students in two nearby high schools. This caused difficulties and substantial adjustments in several areas.

Staff members have joined in several *area seminars*, instruction classes and conferences led by officials to implement new features of the System, such as teaching methods, textbooks, curricula, reporting, and student evaluation methods. All of these features have been put into practice in the school.

Decisions have been made concerning the school schedule. The school is allowed to have some differences in its large and small holidays in the year because of being a boarding school, while still putting in 220 school days. In the next session it will change to follow the national pattern of having school for $5\frac{1}{2}$ days a week, on Sunday through half of Friday.

Decisions have been made for the school to take the usual Government fixed fees (Rs. 0.25 to Rs. 10.00), plus

an added 'maintenance fee' for this particular school (Rs. 9/- per student), to enable the school to maintain the quality of education which the Education Office wants it to have.

All year long a discussion has been going on by officials in the Ministry as to *what to do with this school*. How can it rightly be fitted into and used in the policies and purposes of the new System? If it is to be retained, what should be its character and features? In the course of this study, quite a number of officials have visited the school, reports have been submitted, and questions answered. At the end of the year the District Education Committee, on its local level, made its decision that the school continue to build and become a boys' boarding, vocational, high school, with the added feature of being the Model School in the district. But this is a recommendation only, and has been passed onto the Ministry for final decision. By the end of the year, the decision had not been made.

So, while thus learning to live and work under new Government management in the new Education System, we have also throughout the year continued to work at the hard core of our assignment here, which is to construct a large boarding school, to develop a good staff, and to give the best education we can to 158 students who have been in the school. The building work is past the half-way mark; its budget has grown from \$400,000 to \$500,000. The fees and Government grant have enabled the school to do its work for the students. There have been problems and difficulties in teaching the boys, but much good has been done. The UMN has continued to contribute several missionary

workers to the project: the Lindells, McCauleys, Ashers, Buckners, Jostein Holms, and Mrs. Tsukada. The Mission also gave new workers during the year: Sheila Rooney and Eileen Baldry (direct appointees), John Patersons (farm manager), and Richard Clarks (teacher). The Jostein Holms left the school at the end of the year to join the Red Cross work in the Tibetan village south of Pokhara. Buckners went on furlough.

To work for and with these boys has been for us a vocation from God. Things have been happening to them. This report reflects the large attention we have had to give this year to administrative matters. Behind and under it, a lot of good work has been done with the boys. Some day I hope we can be sufficiently clear of the overweight of buildings and money and administrative matters—I do not belittle these—I know their place—and we work also at them with God—these shells and tools are necessary—but the kernel they serve is the boy—God's boy—400 of them—growing into men—into men in the earth;—so that, by the grace of God, one way we can fill our report with the story of the "increase from a kernel to a harvest" that God will give in the lives of these boys, grown into God's men.

MR. J. LINDELL,
UMN Project Leader,
NAV Headmaster.

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
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I. UMN STATION ACCOUNT.

Receipts :

UMN Treasurer	2,100.	2,100.00		2,800.
Personnel Con- tributed services	69,654.	69,654.00		69,654.
	<u>71,654.</u>		71,754.00	<u>72,454.</u>

Payments :

Travel	1,000.	—		800.
Maintenance	500.	—		500.
Administration	—	346.00		100.
Mailbag	600.	1,708.90		1,400.
Personnel Con- tributed services	69,654.	69,654.00		69,654.
	<u>71,754.</u>		71,708.90	<u>72,454.</u>

Excess receipts
over payments

45.10

II. SCHOOL GENERAL FUND.

Receipts :

Fees from students	185,549.50	
Grant from HMG	4,000.00	
Grants for maintenance	1,728.21	
	<u>191,277.71</u>	
Total payments		169,050.75
		<u>22,226.96</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
III. SCHOOL CAPITAL FUND, 1969—1972.				
Receipts :				
From				
Dutch government		2,590,567.68		
Other donations		477,748.32		
Do. for land, survey, temp. buildings		127,802.00		
Do. for agriculture capital fund		120,765.54		
		-----	3,316,883.54	
Payments :				
General building		2,596,186.55		
Agricultural capital fund		113,383.78		
		-----	2,709,570.33	
Balance in hand at 31-12-72			<u>607,313.21</u>	

APPENDIX I

GORKHA PROJECT REPORT FOR 1972

1) Administration.

This has been an interesting year—full of challenges. One never knew what to expect from one day to the next, other than God's faithfulness. We knew we could count on that and were not disappointed. "Great is the Lord and greatly to be praised".

We have sorely missed the Voreland family who left the end of May. We were glad that the Reid family could move from Luitel to Amp Pipal to take over responsibility for District Schools, as well as supply the joyous sound of children playing in the Knoll House lawn which had been missing since the Vorelands left. Administration got another boost when Anna Liisa Jokinen returned from furlough the end of October.

The administration of the Project always includes an interesting variety of jobs—keeping accounts, ordering and selling out about Rs. 72,000 worth of goods in the household store, the various Committee meetings, liaison with Headquarters in personnel and other matters, many consultations and emergencies. But during June, July and August we were also engaged in purchasing and selling about 100 muris (16,000 lbs.) of rice at a subsidized price to bring some relief to those in our immediate area who were hardest hit by famine. We were so very grateful to the Lord for the help Miss Betty Young was able to give during part of this time.

Two new houses down at hospital greatly relieved the pressures of inadequate housing. By this time next year we may be wondering what to do with all the empty houses, if HMG proceeds according to plan in taking over the schools—unless we can second our teachers.

There are many reasons for uncertainty about the future, but our feelings are best expressed by borrowing two lines from a hymn we often sing:

"We'll thank Him for all that is past,
And trust Him for all that's to come".

Miss F. SWENSON,
Acting Area Superintendent.

2) **Education.**

A) *District Schools.*

In May Mr. and Mrs. Asbjorn Voreland went on furlough. We thank God for Asbjorn's service for the District Schools over the years, and pray God's blessing upon him and Mia in their proposed new sphere of service in Nepal.

Bijay Adhikari returned from B.Ed. study on UMN Scholarship to become Lapsibot Headmaster, but one B.Ed. qualified Headmaster left Mission service. In 6 schools there have been changes of headmasters at the beginning, middle and / or end of the year. There has also been a substantial turn-over of teachers. These two facts are due to two factors: (i) Teachers resigning to study, some with UMN scholarship assistance. This in the short term is a disadvantage for the students, but in the long run we trust will be of benefit. (ii) Teachers with lesser education are being released from work, with a recommendation to seek necessary SLC qualifications or its equivalent. There is no lack of young men with SLC to staff the schools, but those with higher qualifications are scarce.

In some schools a real effort is being made by teachers to give of their best for the students' sake. Diligence in work is a virtue possessed by some teachers. Regular visits to all schools have been made by the District Schools Supervisor.

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 appreciated.

There has been no change in the question of HMG recognition of these schools as reported in last year's annual report. It is likely that this question of which schools will get HMG recognition will only be settled with the onset of the New Education Plan in this District in December, 1973.

Statistics for the year are :

SCHOOL	CLASSES	STUDENTS	TEACHERS
Amp Pipal Middle	Infants—VII	403	8 + 2 Board Appointees
Maltigaira Primary	I—V	115	5
Nabalpur Middle	I—VIII	181	8 + 1 Board Appointee
Bajeri Dhada Primary	I—IV	66	3
Chiptete	I—V (VI local)	157	5 + 1 Appointed by local school committee.
Buddha Singh Primary	I—IV	47	3
Lapsibot Middle	I—VIII	116	8
		<hr/> 1085	<hr/> 43

4 Mission-seconded (including 2 Board Appointee) teachers work in the Jaubari High School.

MR. G. REID,
Supervisor.

B) Luitel High School,

After the new admissions, the school started its academic year on 21st February. The number of children in each class from the nursery class to Class IV

was between 50 and 80. We had to enrol them as most of them were local children. Although the increase in number was inconvenient in many ways, we were encouraged to see that the local people were taking much initiative to get their children educated.

There were 14 boys and 1 girl sitting the SLC examination during the year. Out of these 15 candidates, 6 boys got First Division passes, 8 candidates—including the girl—passed in Second Division, and the other in Third Division. As in the previous year, this year also we received Rs. 2,000/- from government.

There were some changes on the staff. The Reids moved to Amp Pipal in August. Mr. Abraham George went back to Kerala for further studies. Mr. C. V. Abraham joined the staff in August. Mr. Gopal Devkota is doing vocational training in Sano Thimi on a UMN scholarship. Mr. Krishna Vikram was also a new addition on the staff during the year.

Meetings were held under the auspices of the Literary and Cultural Union. The annual 'Sports Day' was held. There were competitions in music, elocution and essay-writing, as in the previous year.

During the year some more fruit trees were planted. The students dug the holes, and the villagers brought the manure. We had the rare opportunity of drinking the pipe-water for about a week. Since then it has not been successful.

Two teams of surveyors inspected the school for the New Education Plan. We are eagerly waiting to hear the result of their inspection, as the new system begins in this district by the end of 1973. We do not know what the future of this school is. But we are resting in the Lord and waiting patiently for Him.

MR. V. THOMAS,
Headmaster.

3) Hospital.

The hospital is a joy to work in. Many improvements and considerable furniture has been made in the past year. The laundry is being built, the water supply is being improved, retaining walls are being built, etc. etc. We look forward to putting a small midwifery unit and isolation room in the area originally planned for the laundry. There are now 5 staff houses built on the hill overlooking the hospital. Three of them are two-storey houses, with separate apartments upstairs and downstairs. A Nepali maintenance man is being trained.

We had some opportunity to discuss the possible future of the hospital with officials of His Majesty's Government. Although government plans to build a hospital in Gorkha town, they readily agreed that there was plenty of work for two hospitals in the Gorkha District, and that we would in no way be in competition with them. They also noted that Amp Pipal was in an important place for people walking down from the North especially, and to a lesser extent for people travelling east and west. They like the hospital lay out. They suggested that we would be allowed to run it for a few years, and then government would run it. May we redeem the time. They advised no further building. So we have given up the idea of a new multi-purpose recreation-assembly hall/classroom, and other non-essential buildings.

Hospital outpatient numbers continue to decline. If this were a sign of improved general health, we would rejoice. However, we are all well aware that a larger percentage of the sick around us don't come to hospital. Increasing cost is one major reason. We are most grateful that the recurring UMN grant has not been cut for 1973. We have, with real difficulty, kept within our budget this year. As fear of surgery is dispelled, and as the x-ray begins to function, we

believe the picture here will change considerably. Charity totalled Rs. 4,602 NC in 1972, and a further Rs. 5,915.25 was left owing and largely uncollectable. Thus, the actual charity figure was Rs. 10,517.25.

The six new assistant nurse students will finish their course in February 1973. The three boys in this class received some additional training in anaesthesia from Dr. Keith Carey-Smith. In-service training for other staff has been given in midwifery and pharmacy. We are gratified to see many of the Nepali staff taking on increasingly heavy responsibility in their respective departments. One local man received three months in-service training in Tansen with scholarship help. We are pleased to have two Shanta Bhawan-trained Nepali staff nurses at present.

We have had some serious behaviour problems amongst the staff this year. Because we live in a rural area, some of these have become community crises. We regret losing a number of staff, including two Christian families. Through it all we as a hospital family, and to a lesser extent as a community, are glimpsing something of God's purity and righteousness. His justice and mercy, and our own fantastic need for His help in the daily walk.

In September we invited the Community Health team to hold MCH (Maternal and Child Health) clinics in hospital two days a week. All children under 5 who come to the hospital Tuesday and Friday are seen by them. Inpatient children are referred to them for immunization and diet instruction largely. This is helping us greatly to improve family care.

Miss Doris Bailey of SBH staff came and helped us start a new record system—a slightly modified terminal digit plan, which is proving very satisfactory.

Tony Bouverie-Brine is a qualified laboratory technologist from Britain who came in July at his own expense,

to spend 1 year here to help us upgrade the laboratory. A lot of teaching has gone into several young men: One who has left Amp Pipal, one who is on the Community Health team, one who will run the Bhaktapur Hospital laboratory, and a new trainee for Amp Pipal hospital. He has made an extensive study of laboratory equipment overseas and on the Indian sub-continent, and has directed us in purchasing a modest amount of practical equipment for the hospital. We are exceedingly grateful.

Board Appointees at the hospital during 1972 were:

Dr. Helen Huston—General practitioner and Medical Director.

Dr. Thomas Hale—surgeon.

Dr. Cynthia Hale—consultant in paediatrics and MCH clinic.

Miss Mabel McLean—Nursing Superintendent.

Miss Heidi Froelicher—Nurse (except for 4 months in Darajheri)

Miss Julie Willmette—Nurse, filled in Heidi's absence.

Miss Wendy Moore—transferred to Community Health during the year.

Volunteer Direct Appointees—

Mr. Tony Bouverie Brine—laboratory technologist.

Dr. and Mrs. Keith Carey-Smith—holiday relief doctors.

Statistics for 1972 were:

In-patients	509
Out-patients : Old	6904
New	3693
Midwifery	32
Operations Major	72
Inter	29
Minor	459

DR. H. HUSTON,
Medical Director.

4) **Community Health Services.**

It is with a deep sense of gratitude to God that this report is presented, for inspite of setbacks and sickness, there has been progress and an awareness of Divine help and control. This district-wide outreach clinics have not continued, due to lack of written permission, but work in nearby panchayats has continued, and relationships with village people strengthened. The Nepali staff have matured, and continued to make a most valuable contribution, both health-wise and spiritually. There is much still to be achieved, but we are encouraged to go on.

Maternal and Child Health clinics: These could so easily have become small curative outreaches of the hospital, which is what the villagers would have liked, but in an amazing way this has been controlled so that a large part of their work is teaching and preventative, and some mothers are getting the idea that this is a children's "club". The more informal atmosphere, and seeing the same nurse each week, helps in building up confidence. Many of the children will have already had BCG in the village TB control program, and often come to the clinics as a result of this contact in the home. More mothers are coming for family planning help now. Ante-natal care has not caught on yet.

Bohragaun—The first six months were very demanding for Mrs. Rasanen, with inadequate help, and a very difficult attitude in most of the villagers. Several greatly appreciated her help in home deliveries. After a two-month break, the clinics were re-started just once a week, and now it has been possible to put much more emphasis on the Under-Fives. The Village Community Centre was never built, and we are making do in a minute rented house, still in the hopes of something better.

Harmi—This clinic has benefitted from continuity of staff. Many of the "enrolled" children come back

regularly. It also serves the school children from Nabalpur.

Amp Pipal—We wondered about closing the village clinic when the one at the hospital opened in September, but as continuity of staff became possible the number of mothers increased, and it seems right to keep it going. This serves Amp Pipal school children also.

Amp Pipal Hospital—This clinic was started in September because many of the sick children were missing out on the preventative aspects of care. At present we are using the classroom-cum-administration room, but hopefully on a temporary basis. We have to work out a suitable system for the future, should HMG drugs become available for the MCH work. The location of the clinic would be affected by this.

TB Control : Having finished the Amp Pipal panchayat, visiting was started in Harmi Panchayat, and is going well. We have found most resistance in Damai villages. Although we try to involve the different ward sadasyas, they usually back out when we start visiting—they have other things to do. In the whole, though, there is very good cooperation with the panchayats.

Only a few people with TB have been 'unearthed' in the visiting, but, knowing that we are about, it seems that more people with symptoms are presenting themselves at the hospital. Having the Madras Scheme government medicine has helped much in encouraging people to come for treatment, and also in follow through, as each one has to be 'personally' supervised. Even so, some who start refuse to continue. There were 9 people on the scheme at the end of the year. None so far have been taken off as cured.

Health Education : School teaching has continued in Nabalpur and Amp Pipal schools, taken by a Community Health team member, and in other schools by their

regular teachers. In December we had another seminar for teachers, including 5 from Government schools. Dr. Iwamura's contribution was most valuable. At this same time, and in conjunction with the hospital, we had a meeting for Panchayat representatives. For the first time we had some health films to show in the area, and hope to do this regularly. We wait to hear if any 'health committees' have been formed in response to the meeting.

Staff: Miss Wendy Moore joined the team in March, taking special responsibility for MCH. Miss Anneli Talso went on home leave in August. Mrs. Rasanen was living and working in Bohragaun until June, and Mrs. Kivela in Harmi throughout the year. There are 2 SLC pass young men in the TB Control Program, and 2 assistant nurses in MCH and visiting. Also a part-time clerk for two of the MCH clinics.

Statistics: BCG :	House to house	1,146
	Schools	309
	MCH	301
	Total	1,756

MCH :	Under-fives enrolled	756
	Under-fives' visits	1355
	Other children	420
	Adults	1075
	Total	3606

DPT :	1st dose	261
	2nd dose	67
	3rd dose	7
	Total	335

Smallpox	112
TABC	1200

Miss V. COLLETT.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) GENERAL FUND, ADMINISTRATION.				
Receipts :				
UMN Treasurer	13,469.	13,469.00		13,000.
Personnel contri- buted services	19,968.	16,966.00		19,530.
	<u>33,437.</u>		30,435.00	<u>32,430.</u>
Payments :				
Agent	1,000.	1,366.36		1,500.
Salaries	5,300.	3,434.70		5,000.
Maintenance	2,000.	2,657.96		2,000.
Water Allowance	2,669.	2,768.00		2,500.
Travel	500.	297.80		500.
Office supplies	2,000.	1,333.45		1,500.
Personnel contri- buted services	19,968.	16,966.00		19,430.
	<u>33,437.</u>		28,824.27	<u>32,430.</u>
Excess Receipts over Payments			<u>1,610.73</u>	
2) GENERAL FUND, EDUCATION : DISTRICT SCHOOLS.				
Receipts :				
Fees	32,800.	32,569.84		31,100.
UMN Treasurer	89,400.	89,400.00		86,600.
Personnel contri- buted services	16,572.	14,555.00		21,841.
	<u>138,772.</u>		136,524.84	<u>139,541.</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
Payments :				
Salaries	118,200.	125,343.07		114,500.
School supplies	3,000.	1,386.93		2,400.
Maintenance	900.	615.83		700.
Miscellaneous	100.	79.25		100.
Personnel contributed services	16,572.	14,555.00		21,841.
	<u>138,772.</u>	<u> </u>	141,970.08	<u>139,541.</u>
Excess payments over receipts			<u>5,445.24</u>	

3) GENERAL FUND : EDUCATION :
LUITEL HIGH SCHOOL.

Receipts :				
School fees	21,500.	23,080.35		23,000.
Hostel fees	1,000.	658.00		960.
UMN Treasurer	30,700.	30,700.00		36,540.
Personnel contributed services	15,720.	15,367.00		13,002.
	<u>68,920.</u>	<u> </u>	69,805.35	<u>73,502.</u>
Payments :				
Salaries	49,100.	48,985.24		55,000.
School supplies	3,000.	2,601.34		4,000.
Miscellaneous	100.	20.50		—
Maintenance	1,000.	960.85		1,500.
Personnel contributed services	15,720.	15,367.00		13,002.
	<u>68,220.</u>	<u> </u>	67,934.93	<u>73,502.</u>
Excess receipts over payments			<u>1,870.42</u>	

	Budget 1972	Actuals 1972	Total	Budget 1973
4) GENERAL FUND, HOSPITAL.				
Receipts :				
Fees	156,275.	133,564.17		185,000.
Gifts	—	202.59		—
UMN Treasurer	27,500.	27,500.00		27,500.
Personnel contri- buted services	41,040.	42,922.00		41,767.
	<u>224,815.</u>		204,188.76	<u>254,267.</u>

Payments :

Salaries	72,775.	69,854.23		87,000.
Medicines	70,000.	44,618.83		70,000.
Medical & sur- gical supplies	14,500.	17,347.47		14,500.
Bedding, linen and uniform	6,000.	4,918.70		8,000.
Laundry and cleaning	3,000.	1,786.51		3,000.
Maintenance	1,500.	365.16		5,000.
Power, heat and light	9,000.	12,991.85		16,000.
Administration	5,000.	6,379.93		6,000.
Travel	1,500.	750.50		1,000.
Miscellaneous	500.	2,008.79		2,000.
Personnel contri- buted services	41,040.	42,922.00		41,767.
	<u>224,815.</u>		203,943.97	<u>254,267.</u>

Excess receipts
over payments

244.79

	Budget 1972	Actuals 1972	Total	Budget 1973
5) GENERAL FUND, COMMUNITY HEALTH.				
Receipts :				
Fees	1,000.	—		2,000.
Medicines	22,000.	3,687.69		10,000.
UMN Treasurer	27,900.	27,900.00		28,500.
Personnel Contributed services	26,400.	17,248.00		29,727.
	<u>77,300.</u>	<u>—</u>	48,835.69	<u>70,227.</u>
Payments :				
Salaries	17,900.	8,862.54		24,000.
Porters	2,000.	348.60		500.
Medicines	20,000.	4,098.76		10,000.
Teaching and publicity	5,000.	400.15		2,000.
Maintenance of clinics	1,500.	260.15		500.
Power, heat and light	500.	50.80		500.
Stationery and supplies	500.	610.27		500.
Travel	500.	—		500.
Freight	500.	186.55		—
Triple Vaccine	500.	480.00		500.
Uniforms and linen	1,000.	819.28		500.
Lab. supplies	500.	6.00		500.
Miscellaneous	500.	370.00		500.
Personnel Contributed services	26,400.	17,248.00		29,727.
	<u>77,300.</u>	<u>—</u>	33,750.10	<u>70,227.</u>
Excess receipts over payments			<u>15,085.59</u>	

	Balance 1.1.72	Receipts in 1972	Payments in 1972	Balance 1.12.72
6) CAPITAL FUND, ADMINISTRATION.				
Staff furniture (1,337.76)	8,300.00	3,198.35	3,763.89
Water system	1,802.77	5,250.00	—	7,052.77
Suspense	5,165.20	5,698.72	4,667.89	6,196.03
Guest house (796.25)	2,625.00	—	1,828.75
Small Knoll house re- novations }	(3,434.42)	2,995.00 493.97*	54.55	—
Amp Pipal School hostel re- novations }	(3,754.93)	1,400.00 2,638.33*	283.40	—
Old dispensary deras re- novations }	(1,735.15)	1,785.00 333.83*	383.68	—
Painting roofs }	240.00	840.00 443.97*	1,523.97	—
Harmi House }	(6,047.85)	8,000.00 1,581.60*	1,887.19	1,646.56
Bohragaun house }	(15,951.74)	14,700.00 1,377.24*	115.50	—
Generator	8,000.00	9,000.00	10,364.37	6,635.63
Phone exten- sion and new phones	—	4,100.00	—	4,100.00
Safe	—	1,500.00	1,236.10	263.90
Meeting room bathroom/ renovations	—	6,970.00	192.00	6,778.00
Weekend hut	—	3,150.00	—	3,150.00
Replace wood floors with cement }	—	4,600.00 1,665.10*	6,265.10	—
Wood poles for phones	—	1,575.00	—	1,575.00

* Transfers.

6) CAPITAL FUND, ADMINISTRATION (contd.)

	Balance 1.1.72	Receipts in 1972	Payments in 1972	Balance 1.12.72
School house bathroom }	—	2,900.00 802.73*	3,702.73	—
Fire protection	930.00	—	—	930.00
Adding machine	—	1,000.00	—	1,000.00
Bathroom : septic tanks for Nepali quarters	—	4,500.00	—	4,500.00
Barpak Dispensary	1,900.00	—	—	1,900.00
	<u>(15,030.13)</u>	<u>100,225.49</u>	<u>33,874.83</u>	<u>51,320.53</u>

7) CAPITAL FUND,
EDUCATION :
DISTRICT SCHOOLS.

Furniture }	(538.40)	4,000.00 364.05*	— 1,360.65	2,465.00
School gardens	4,181.78	—	1,162.17	3,019.61
Jaubari hostel }	(1,767.96)	2,259.48 862.37*	1,353.89	—
Replace thatch }	(1,182.80)	3,950.00 154.55*	2,921.75	—
Amp Pipal Hostel	12.50	—	12.50	—
Nabalpur toilet	(647.65)	739.55*	92.00	—
Sale of old books	106.35	—	106.35	—
Jaubari Staff house	224.27	—	—	224.27
	<u>388.09</u>	<u>12,330.10</u>	<u>7,009.31</u>	<u>5,708.88</u>

	Balance 1.1.72	Receipts in 1972	Payments in 1972	Balance 1.12.72
8) CAPITAL FUND, EDUCATION: LUITEL HIGH SCHOOL.				
General	15,477.43	2,525.00*	4,641.99	13,360.44
Primary School	(650.00)	—	10,103.05	(10,753.05)
Water supply	(1,549.39)	22,000.00	—	20,450.61
Agriculture	3,275.56	2,875.00	2,232.25	3,918.31
Science equipment	1,500.00	—	1,500.00	—
Meeting hall	1,646.85	—	1,646.85	—
Book stock	1,221.10	—	1,221.10	—
Generator	6,363.00	—	—	6,363.00
Duplicator	—	4,620.00	4,307.91	312.09
Nepali typewriter	—	2,000.00	—	2,000.00
Cash box	—	600.00	—	600.00
Filing cabinet	—	1,000.00	—	1,000.00
	<u>27,284.55</u>	<u>35,620.00</u>	<u>25,653.15</u>	<u>37,251.40</u>
9) CAPITAL FUND, COMMUNITY HEALTH.				
Medical Equipment & supplies	(599.85)	4,465.00	90.50	3,774.65
Hardware	—	1,675.00	—	1,675.00
Furniture	—	4,485.00	1,547.20	2,937.80
Projector, films, etc.	—	2,315.00	—	2,315.00
Lab. supplies and equipment	—	3,150.00	2,236.00	914.00
Renovations to make office	—	2,675.00	2,675.00	—
Contributions to village clinic bldg.	—	7,875.00	1,866.08	5,988.29
School and village toilets	—	2,625.00	500.00	2,125.00
	<u>(599.85)</u>	<u>29,265.00</u>	<u>8,934.78</u>	<u>19,730.37</u>

	Balance 1.1.72	Receipts in 1972	Payments in 1972	Balance 1.12.72
10) CAPITAL FUND, HOSPITAL BUILDING.				
Building and equipment	21,995.37	164,686.71	245,134.59	(58,452.51)

Summary of Balances at 31st December, 1972

Cash	76,575.30	
Nepal Bank	12,852.21	
American Express Co.		491.85
UMN Agent		2,347.38
Headquarters cashier	1,741.72	
General fund balances :		
Administration	1,610.73	
District Schools	(5,445.24)	
Luitel High School	1,870.42	
Hospital	244.79	
Community Health	15,085.59	
		13,366.29
Capital Fund balances :		
Administration	51,320.53	
District Schools	5,708.88	
Luitel High School	37,251.40	
Hospital	(58,452.51)	
Community Health	19,730.37	
		55,558.67
Amp Pipal Freight Fund		5,988.02
Household store	10,394.95	
Maintenance store	1,627.02	
Provident Fund Loans	4,949.17	
Savings		594.60
Other accounts		37,480.58
Staff accounts	7,687.02	
	115,827.39	115,827.39

APPENDIX J

SHANTA BHAWAN HOSPITAL, KATHMANDU REPORT FOR 1972

Any achievements at Shanta Bhawan in the past year were over-shadowed by the unexpected passing on November 25, 1972 of Dr. Bethel Fleming, the founder of the hospital. The hospital, the community, and the Nepal Medical Association all conducted memorial services to pay tribute to this great medical missionary whom many of us were privileged to know. It is the hope of the staff that the memory of her dedication and Christian service will always be an inspiration to those who work in the hospital.

There were two major innovations in 1972. The comprehensive Community Health Services program was launched as a new intensive, integrated project under Mr. San Ruohonlempi, who has been ably succeeded by newly arrived Dr. Mona Bomgaars. Also, last September witnessed the ninth and final graduation from our Shanta Bhawan Nursing School. This class brought to 54 the number of graduates fully qualified as members of the Nepal Nursing Council (28% of their registry). The Superintendents of these two projects have submitted separate reports emphasizing the importance of these developments. It is difficult to over-emphasize the importance, to the UMN future, of the opportunity of our Nursing School, and equally the Tansen AMN School, to cooperate with the newly founded Institute of Medicine in its responsibility for all the medical training in this country.

Finance. There was a stability and continuity among the senior medical staff in 1972 in all departments, and this unusual, but welcome, occurrence was reflected in the hospital statistics. Our resident staff and volunteer

doctors permitted daily general clinics, and the OPD recorded a record 57,698 patient visits (exclusive of the 5,000 patients seen by Dr. Harris and his Anandaban Leprosy team). The increased patient volume improved our financial position and encouraged the UMN Executive Committee to reduce our subsidy in 1973. There is no prospect of the hospital becoming financially independent, but it has approached an operation which is in better balance with other UMN projects.

We gave thanks during the year for tangible gifts of appreciation or support from friends outside the UMN. These included the donation of two durable Landrovers to replace their weary District Clinics predecessors, a project sponsored by the Friends' School of Lisburn and other supporting groups in Northern Ireland. The vehicles were driven cross-country by a group of enthusiastic Irish youths. Once again the Germany community, through its Embassy, donated the proceeds of a magician show which they sponsored at the Town Hall to a receptive audience. We were also recipients of a donation from the Jesuit Fathers of St. Xavier's School, in addition to the contributed service of Father Law as science teacher for our student nurses. For these, and many other helpful donations of money and volunteer services, we are humbly grateful.

Personnel. In 1972 the staff was depleted by the medical repatriation of Dr. Gould (now healthy and impatient to return to Tansen); the furloughs of the Ruohoniemis, Spiveys and Haggertys; the retirements of Rachel Wolff and Lena Graber; and the departure to the Duncan Hospital of Sister Premi Kachchhap. As reinforcements from the language school, the hospital has welcomed Drs. Trevor and Patricia Strong with their wealth of clinical and administrative experience; Dr. Mona Bomgaars to head our Community Health program; the Riseleys with Dr. Ralph serving the dual

functions of a resident anaesthetist and pharmacist; and Ritva Saukkonen, a much appreciated, well qualified tutor for the Nursing School. Ruth Judd returned from furlough in time to succeed Enid Russell as Nursing Superintendent, and maintain the unbroken chain of first-rate nursing administration with which the hospital has been blessed.

Indiginization proceeded with the return of Purush Tuladhar after radiography training in Ludhiana, and Daftan Sada passing the half-way mark of his two year program at Chandigarh in laboratory technology. There are future plans now for the training of senior dietary personnel.

It was possible to release such key individuals as Dr. Bond, Paul Spivey and Doris Bailey to serve as UMN resource personnel, visiting and contributing their skills and talents to our other hospitals. We have also enjoyed entertaining a number of medical students from the UK and USA during the year, all of whom benefitted from this exposure to the Third World, and a few of whom evinced an interest in mission work for the future. We are also grateful for the effort and dedication of the volunteer staff of the hospital: Dr. P. Sauntry (US), Dr. F. Barnard (US), Drs. Keith and Marian Carey-Smith (N.Z.), Dr. S. Glendenning (UK), Dr. C. Kuloy (Can.), Dr. M. Small (US); Misses Eleanor Kinnear, Rachel Barnes and Rosemary Sutherland in Physiotherapy; Mrs. Lapore in the OR, and Mrs. Florence Wood in the laboratory.

Planning. Last summer an opportunity was offered to the hospital to transfer to a new location in Patan at Tohapokhari. A six-point offer was submitted to HMG. Some of the more important concerns were:

- a) Acquisition at Tohapokhari of 50 ropanis of land, with an access road provided from the east side;

- b) Our previous problems re obtaining permission for purchase of property would be eliminated by HMG negotiating the price and purchase, and holding the title to the land.
- c) The present 25-bed Patan Hospital would be closed upon the completion of the new hospital, and those 14 ropanis of land made available for auxiliary hospital buildings. The mission hospital would provide 25 free beds.
- d) With the exception of the above 25 free beds, the remainder of the (tentatively 115) beds would be charged similarly to the present Shanta Bhawan policy. This would include an adequate number of private beds (tentatively 40) to finance the operation, and the differential fee schedule for foreign patients.
- e) The hospital will continue to serve as a base hospital for its Community Health role as a participant in the Lalitpur District Community Health Program.

In the last week of January, 1973, written permission was received from HMG for this transfer! At the time of writing, the final details of the agreement are unknown, but the dream of over a decade of SBH staff now approaches reality. We have been generously offered an extension of our lease for both Surendra Bhawan (to January 1975) and Shanta Bhawan (to possibly the summer of 1977). This extension of the use of our present facilities removes the urgency of interim student hostel and hospital accommodation.

Activities. The hospital has continued to enjoy participation with the local medical community. We have continued our association with the National Prosthesis Centre, now temporarily erected and operating on the hospital compound. The Valley pathologists,

including Dr. Bond, are initiating a National Tumor Registry, which will record the incidence of the various malignancies in the country and permit programs of prevention and treatment to develop from informed statistics. On several occasions we have been privileged to host visiting specialists for afternoon lectures or evening seminars. These opportunities for in-service training are invaluable in keeping the attending staff, as well as the residents, current in medical developments.

The Religious Life Committee has remained active throughout the year. In addition to the regular Sunday evening library service for Christian staff, they have been responsible for the Easter, Christmas and Watchnight programs.

Mrs. Fiorini and Mrs. Spivey co-edited another issue of the Himalayan Echo, which had worldwide distribution of over 1,000 copies. Its influence is difficult to evaluate, but all 'feed back' has been very favourable. We also adopted from Tansen an annual report to the public, outlining our policies and principles of operation, the work we do, and our financial structure.

A memorable non-medical activity was the entry of both a men's and a girls' team in the Godavari Alumni Association's sponsored basket ball tournament. Unfortunately enthusiasm doesn't count on the score board, but we echo a traditional American promise, "Wait till next year!"

I would like to conclude my report with a sincere personal expression of thanks for the cooperation I have received from the staff in the past year and a half. It has been a privilege to have served at Shanta Bhawan. I am confident that Dr. Trevor Strong will find it, despite the inevitable frustrations and problems that lie ahead, an equally rewarding experience.

DR. G. MACK,
Medical Director.

Community Health Program.

Following the re-defined goals for Shanta Bhawan Hospital to serve as the base hospital for a comprehensive health care program, the outreach program has been restructured to give assistance to the health program of the district and city Panchayats of Lalitpur and the district Panchayat of Kathmandu.

Two groups of volunteer health aides, recruited by panchayat authorities from their respective village panchayats and city wards, were given a five week health course at Shanta Bhawan in May, 1972. An advisory mobile team from Shanta Bhawan, consisting of a doctor, public health nurse, sanitarian, public relations officer, and a driver-cum-microscopist, visit each of the six sub-district centres: Chapagaon, Bungmati, Sanagaon, Bordegaon, Pharping and Surendra Bhawan, each week. At each center a nurse is resident. Each health center serves from 4 to 6 village panchayats or city wards. The total population served is approximately 90,000.

During the first three months of volunteer service, the woman health aides completed family censuses on all the people in their villages, and referred any person who had signs or symptoms of tuberculosis. This three month period was followed by a seminar in the District Panchayat office, where the WHAs reported on their work, discussed their service with the panchayat members and the Shanta Bhawan team.

In view of the high morbidity and mortality of children, the second phase of the program involved the establishment of simple but appropriate maternal child health/family planning services in each panchayat. The work of the women health aides and panchayat members is aided by the professional services of the resident nurse who visits each village weekly. Health education, appropriate maternal child promotive health measures,

and home visiting with the WHA forms the core of the weekly visit. Five local compounders have been given loans and supervision in the stocking of reliable medication in their shops.

The advisory mobile team visits each centre weekly, providing advisory services relating to sanitation and nutrition to the panchayat and other village leaders, in-service training the WHAs, and facilitates communication between the Shanta Bhawan-based offices and the sub-district resident staff. The doctor on the team offers consultative service to each compounder weekly and examines sick patients, utilizing this as an opportunity to improve the dispensing standards of the compounder.

Through the cooperation of the Smallpox Eradication Program, TB Control Program, Health Education Department, MCH-FP, and the Patan District Hospital, these services are integrated by CHP and provided at the level of the village panchayat.

Personnel: The restructuring and guiding of this program was under the directorship of Mr. San Ruohoniemi, who left for furlough in November. Miss Ambika Acharya has been the key person in contacting and inspiring the women health aides in the villages and in maintaining an encouraging relationship with the panchayat leaders at the village and district levels.

Miss Laxmi Devi Bajracharya was given a scholarship by the UMN Scholarship Committee to study for her Public Health diploma at the Lady Reading Health School, Delhi, and is expected to return in May, 1973. The village resident staff have felt the pressures of restructuring most keenly, and all appreciate their unceasing efforts to give service to their communities. The panchayat leaders and other leaders in each village responded with enthusiasm and integrity to lead in

working towards meeting the health needs of their areas. The volunteer services of the women health aides, who give of their time, concern and efforts to serve their villages, are most appreciated. They offer the health experts on our staff insights into the thoughts and ideas of villagers, cooperation in developing appropriate forms of health education and health services in the village, and occasionally aid in our clinic-based work.

In the Sanagaon area, Dr. Henry and Priscilla Ziegler from John Hopkins University completed a community-based research study relating to the nutritional status of children under 2 years of age to their immunological status. In 1973 Dr. Jennifer Frank will be involved in continuing a modified form of the nutritional part of their work. This field research will be useful in adopting the CHP to the nutritional needs of the community.

The board concept of health as being a state of social, mental, and physical well-being is closely related to the Christian concept of wholeness. It is with humility that we work together with Him towards a time when wholeness-health may become possible for all.

DR. M. BOMGAARS,
Superintendent.

School of Nursing.

The year 1972 issued in new developments in nursing education for Nepal. In keeping with the new Education System, the two Schools of Nursing (HMG and SBH schools) have been integrated and are now under the Institute of Medicine of the Tribhuwan University. Nepal has been divided into four regions and there is to be only one professional school of nursing in each region. There has affected the direction of the school in some ways, but since the change was expected it was accepted with interest and as a challenge to work under the University.

This was also the first time that two classes of nursing students took two different sets of examinations (the Nepal Nursing Council and the Institute of Medicine), and graduated in the same year (one class in April, and the other in November). These 17 new nurses have been posted to Tansen, Amp Pipal, Bhaktapur and Kathmandu. One nurse left for the USA to gain further nursing experience in patients with chest conditions.

The class of 19 new students which started in May was the largest group admitted to the school. All of them applied themselves to study, and were capped in a simple ceremony in September. Special guests present at the occasion were the Dean of the Institute of Medicine, Dr. Moin Shah, the Director General of Health Services, Dr. B. R. Baidya, and W. H. O. Nurse Consultant, Mrs. Anna Taylor Howard.

There have been changes in the faculty of the school. Miss Lena Graber, who had retired in 1967, returned to relieve Miss Asaoka during her year's furlough, and retired a second time in April. The school is grateful for her energetic leadership and her love and concern for each student.

In the interim of three months (from April to June), the school was capably administered by Sister Premi Kachchhap and Sister Margaret Wright. Mrs. Neeta Gautam, the rotating clinical supervisor, left for Bhairawa in September, and Sister Mona Gurung has taken her place for six months. At the same time Sister Margaret Robinson was posted to the school for two months to plan and teach the Public Health block. She also helped in teaching the 1971-72 midwifery group, and the results were evident with all the students passing the Part II examination. Unfortunately, four students failed the Part I General Nursing Examination, and will have to take the examination again in four months time.

Two more tutors joined the school in November and December. Miss Ritva Saukkonen, Midwifery Tutor from Finland, started her assignment earlier than expected due to changes in the course. For the first time, permission was granted by the Institute of Medicine to utilize the facilities of Shanta Bhawan Hospital for midwifery clinical experience. In a new experiment of working together, our 9 midwifery students lived at the Mahaboudha (Nurses) Campus and had all their classes there. Sister Saukkonen commuted daily to share in the teaching load, which proved to be an interesting experience. Half of the students will spend 18 weeks at Shanta Bhawan Hospital and 18 weeks at the Maternity Hospital, while the other half (plus one student from the Mahaboudha Campus) will spend 18 weeks at the Bir Hospital Maternity unit and 18 weeks at Shanta Bhawan. We hope that this new experiment will prove helpful for the students' learning experience.

Miss Julie Willmette, Sister from Australia, who had been working in Amp Pipal, joined the school in December to replace Sister Premi. After 14 years of faithful service, Sister Premi, who has been with the school from the beginning, resigned to take a new post in Raxaul. No one can measure the dedication and contribution of Sister Premi but the students whom she has taught and supervised will always be grateful.

The school has also appreciated the contributions of staff doctors and other teachers who have given their time to the education of the nursing students. We ended the year with 42 students, 4 tutors (2 part-time), and 1 rotating clinical supervisor. We look forward to another full year of interesting and fruitful work.

Miss H. ASAOKA,
Superintendent.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) HOSPITAL, GENERAL FUND.				
Receipts :				
Fees	1,050,000.	1,348,288.52		1,265,774.
Gifts— general	44,423.	37,878.55		50,000.
Gifts— rent	—	—		25,000.
SBH Gene- ral Fund	85,320.	—		100,000.
UMN Treasurer	272,000.	272,000.00		75,000.
Personnel contributed services	265,808.	265,808.00		193,758.
	<u>1,717,551.</u>	<u>1,923,975.07</u>		<u>1709,532.</u>
Payments :				
Salaries and wages	559,421.	545,320.51		598,728.
Medical expenses	—	3,259.80		—
Drugs	300,000.	243,043.41		250,000.
Surgical & medical supplies	185,900.	198,020.66		209,830.
X-ray supplies		38,586.65		
Path. lab. supplies		38,296.00		
Bedding and linen	17,000.	17,618.83		20,880.

1) HOSPITAL, GENERAL FUND (contd.)

	Budget 1972	Actuals 1972	Total	Budget 1973
Kitchen supplies	62,000.	52,240.34		50,000.
Laundry and cleaning	14,600.	20,039.00		20,000.
Domestic repairs	3,000.	4,367.37		3,500.
Power, light and heat	52,700.	65,817.10		65,000.
Maintenance of buildings & grounds	60,700.	77,920.84		80,800.
Administra- tion & stationery	27,000.	37,904.11		29,500.
Rent	107,200.	109,711.96		105,770.
Miscel- laneous	1,100.	35,055.27		2,000.
Medical Training program	26,322.	41,267.78		35,831.
Nursing student services	34,800.	34,800.00		43,435.
Personnel contributed services	265,808.	265,808.00		193,758.
	<u>1717,551.</u>		<u>1829,077.63</u>	<u>1709,532.</u>
Excess receipts over payments			<u>94,897.44</u>	

	Budget 1972	Actuals 1972	Total	Budget 1973
2) NURSING SCHOOL, GENERAL FUND.				
<i>Receipts :</i>				
Gifts for training	61,200.	67,556.80		81,347.
Direct donations	—	27,553.30		—
UMN Scholar- ship grants	20,000.	—		20,000.
SBH Nursing Services	34,800.	34,800.00		43,435.
Personnel contributed services	18,320.	18,320.00		20,420.
	<u>134,320.</u>	<u> </u>	148,230.10	<u>165,202.</u>
 <i>Payments :</i>				
Salaries	46,400.	48,186.89		57,672.
Supplies	69,600.	81,796.01		87,110.
Personnel contributed services	18,320.	18,320.00		20,420.
	<u>134,320.</u>	<u> </u>	148,302.90	<u>165,202.</u>
Excess payments over receipts			<u>72.80</u>	

	Budget 1972	Actuals 1972	Total	Budget 1973
3) COMMUNITY HEALTH PROGRAM, GENERAL FUND.				
Receipts :				
UMN Treasurer	52,653.	72,147.98		89,200.
Personnel contri- buted services	32,104.	32,104.00		21,611.
	<u>84,757.</u>		104,251.98	<u>110,811.</u>
Payments :				
Administration :				
Salaries	1,152.	22.82		—
Supplies	148.	1,124.37		300.
Personnel contri- buted services	5,382.	5,382.00		11,179.
Training services :				
Salaries	3,000.	1,046.00		1,500.
Supplies	6,153.	2,325.12		2,500.
Food	10,200.	3,393.50		3,500.
Personnel contri- buted services	—	—		3,150.
Mobile Advisory team :				
Salaries	13,607.	20,681.43		29,183.
Supplies	1,393.	237.45		217.
Transport	8,000.	11,560.08		15,000.
Personnel contri- buted services	20,068.	20,068.00		—
Preventive Health Posts :				
Salaries	6,571.	12,170.80		35,354.
Supplies	1,869.	4,251.51		2,646.
Rent	560.	—		—
Personnel contri- buted services	6,654.	6,654.00		7,282.
	<u>84,757.</u>		89,017.08	<u>110,811.</u>
Excess receipts over payments			<u>15,234.90</u>	

	Balance 1.1.72	Receipts in 1972	Payments in 1972	Balance 31.12.72
4) CAPITAL AND DISIGNATED FUNDS.				
Staff guest fund	780.80	—	—	780.80
Guest housing fund	6,661.60	4,204.10	5,621.02	5,244.68
Hostess car fund	5,995.02	3,661.90	9,656.92	—
Social service fund	1,862.21	3,671.60	1,604.30	3,929.51
Sports club fund	219.50	—	156.00	63.50
Staff fund	121.43	—	121.43	—
Social life fund	383.34	1,146.00	525.80	1,003.54
Christmas Dinner fund	898.30	1,614.00	1,349.50	1,162.80
Medical Library fund	176.94	264.00	1,220.31	(779.37)
Shyam Bdr & Purna Bdr fund	297.15	—	—	297.15
Undesignated capital fund	2,576.36	3,074.00	1,687.35	3,963.01
Hospital equip- ment fund	4,880.22	192,641.89	46,731.06	150,791.05
New Hospital building fund	248,098.85	—	6,095.00	242,003.85
Refrigerator fund	8,893.96	2,000.00	7,695.00	3,198.96
Autoclave fund	6,648.31	—	—	6,648.31
Filter plant fund	2,040.69	—	3,959.50	(1,918.81)
New x-ray unit	12,732.51	—	74,009.72	(61,277.21)
Office equip- ment fund	2,005.87	1,773.90	—	3,779.77

CAPITAL AND DESIGNATED FUNDS. (contd.)

	Balance 1.1.72	Receipts in 1972	Payments in 1972	Balance 31.12.72
Sauna fund	862.69	666.25	104.50	1,424.44
Nursing School capital fund	95.50	1,791.10	1,886.60	—
Drug Store capital fund	53,828.83	206,552.71	176,975.50	83,406.04
Occupational therapy	175.15	—	—	175.15
Short-termers' furnishing fund	2,980.61	466.55	620.85	2,826.31
Bethany No. 8 kitchen	(766.15)	766.15	—	—
Maintenance equipment fund	1,475.38	4,947.10	260.00	6,162.48
Import and clearing	(2,515.46)	2,774.17	947.17	(688.46)
Staff savings fund	40.00	—	40.00	—
Children's ward improvement fund	14,890.31	20,144.89	4,903.73	30,131.47
Revolving loan fund—gifts	10,983.75	2,997.56	—	13,981.31
Revolving loan fund— advances	(10,920.00)	18,812.00	17,087.00	(9,195.00)
Transformer fund	14,482.63	28,512.00	25,000.00	17,994.63
Store capital fund	23,389.04	113,220.12	120,440.39	16,168.77
SBH Main building renovation	52,316.06	2,730.00	54,016.99	1,029.07
Truck-vehicle capital fund	(18,345.78)	69,659.00	56,447.82	(5,134.60)

CAPITAL AND DESIGNATED FUNDS. (contd.)

	Balance 1.1.72	Recelpts in 1972	Payments in 1972	Balance 31.12.72
Religious Life fund	5,422.45	10,448.44	8,599.34	7,271.55
Community Health capital fund	355.50	38,232.00	14,782.69	23,804.81
Kerosene fund (4,863.92)		18,570.17	18,033.50	(4,327.25)
Vehicle opera- tion fund	2,489.21	89,730.27	73,956.36	18,263.12
HQ office building	(32,955.04)	32,955.04	—	—
Path. lab. equipment fund	8,438.61	28,650.77	918.77	36,170.61
Nursery fund	9,756.20	342.50	3,801.34	6,297.53
Judea bedroom	(94.70)	891.20	796.50	—
Bethlehem No. 11 renovation	685.00	—	580.00	105.00
Chest work fund	3,030.00	—	—	3,030.00
Bethany No. 6 kitchen	102.60	1,056.00	—	1,158.60
Maternity ward renovation	5,000.00	—	2,329.80	2,670.20
Single Staff quarters	505.00	208,794.54	1,158.50	208,141.04
Prosthetic work capital	—	23,367.34	7,886.33	15,481.01
Community Health subsidy a/c	—	17,817.00	15,281.86	2,535.14
Cooperation Projects	—	12,787.93	—	12,787.93
	446,116.53	1171,734.19	767,288.28	850,562.44

Summary of Balances as at 31st December, 1972

Assets :

Cash in hand	8,056.90
Cash at Nepal Bank	241,910.45
Cash at National & Grindlays Bank	20,560.66
Accounts receivable :	
UMN Treasurer	1036,075.93
Rent advance	39,080.50
Cash advances	4,670.00
Postage fund	500.00
Milk deposit	1,800.00
Oxygen cylinder deposit	2,712.00
OPD revolving fund	320.00
Nepal Gas Works deposit	300.00
	<hr/>
	1355,986.44
	<hr/>

Liabilities :

Patients' advances	24,240.24
Hospital general fund :	
1972 balance	94,897.44
1971 balance	371,124.22
Nursing School gen. fund	(72.80)
Community Health general fund	15,234.90
Capital and designated funds	850,562.44
	<hr/>
	1355,986.44
	<hr/>

KATHMANDU VALLEY DISTRICT CLINICS

(now incorporated into Shanta Bhawan
Community Health Program)

STATEMENT OF RECEIPTS AND PAYMENTS, JANUARY—JUNE, 1972

	Budget 1972	Actuals to 30.6.72	Total
1) GENERAL FUND.			
Receipts :			
Fees and sale of medicines	28,000.	12,396.91	
Gifts	5,000.	200.00	
Refunds	500.	—	
Medical Insurance	600.	334.71	
UMN Treasurer	67,640.	33,820.00	
Personnel contributed services	24,600.	12,300.00	
	<u>126,340.</u>		59,051.62
Payments :			
Salaries	56,150.	21,253.91	
Drugs	20,000.	8,637.48	
Supplies	2,500.	778.06	
Repairs and replacements	3,800.	66.85	
Power, light and heat	2,000.	261.38	
Maintenance	—	316.20	
Transport	12,000.	4,256.50	
Administration	1,750.	264.50	
Rent	840.	—	
Bedding, linen and uniform	1,200.	135.50	
Laundry and cleaning	500.	143.20	
Miscellaneous	1,000.	133.86	
Personnel contributed services	24,600.	12,300.00	
	<u>126,340.</u>		48,547.44
Excess receipts over payments			<u>10,504.18</u>

	Budget 1972	Actuals to 30.6.72	Total
2) CAPITAL FUND BALANCES AS AT 30.6.72.			
Balance in hand at 31.12.70 (no details given)		12,606.42	
Gifts for "work of Dr. Fleming"		5,355.00	
Dr. Fleming's equipment		1,939.20	
Dr. Moody's equipment		45,800.16	
Dr. Fleming—chest hospital		202.00	
United Methodist Church remittances	16,829.63		
Less : HQ charges	3,217.84		
	<u> </u>	13,611.79	
United Presbyterian Church remittance	2,000.00		
Less : HQ charges	505.00		
	<u> </u>	1,495.00	
		<u> </u>	81,007.57
Less : Adding machine		2,800.00	
Payments on Chapagaon building		1,187.50	
		<u> </u>	3,987.50
		<u> </u>	
Balance on hand at 30 June, 1972			<u>77,020.07</u>

Summary of Balances at 30th June, 1972

Cash in hand	1,144.63	
Cash in Bank	11,391.96	
UMN Treasurer—General Fund		6,221.38
UMN Treasurer—Capital Fund	81,209.04	
General Fund balance		77,020.07
Capital Fund balance		10,504.18
	<u>93,745.63</u>	<u>93,745.63</u>

APPENDIX K
GIRLS' HIGH SCHOOL, KATHMANDU
REPORT FOR 1972

We have the privilege of teaching about 600 girls from 12 of the 14 zones in Nepal. 160 of these live in the hostel. They represent 20 different castes and tribal groups. All live, eat and study happily together, and share in cooking and cleaning duties. We continually receive requests to enrol more girls, but it is impossible to increase the already over-large classes without placing an undue burden on the teachers and lowering the standard of teaching. Thus we regretfully refuse many worthy candidates.

22 out of the 24 candidates for SLC passed, which was good as some were quite weak. Inter-school competitions have brought us shields and prizes in athletics, physical education, art, singing, needlework, essay writing and spelling. We are grateful for volunteers who teach swimming. The Girl Scout troop had a good year, and a Brownie Pack was begun for the first time.

In February 1972 we appointed 10 girls to positions of leadership and responsibility. They chose the name "Sevika", which means "One who serves". They are a real help in supervising the students out of the classrooms.

We are now in the happy position of spending the interest on our Rs. 10,000/- SLC prize money. This has provided furnishings for the staff room, and also teaching and play materials for the younger children.

There are 19 members of staff, two of whom are part-time. Mrs. Jermitt Rongong and Mrs. Martha Mukhia are Head-teachers, and help a lot. Our Nepali teacher is on a 1 year scholarship for B.Ed., and 3 others are doing a new In-service training in the early morning and during the winter holidays. The staff continue to work conscientiously and be concerned for the all-round development of the girls. Miss Rebecca Grimsrud's services as nurse and hostel book-keeper continue to be appreciated.

Our engineer, Mr. Dieter Johannsen, has worked very hard, and we now enjoy a new office, staff room, and storeroom block, as well as further hostel facilities. A Pre-vocational block has still to be built.

We are grateful for the prayer support of many people. We experienced special help and protection during student unrest in the city. New demands and challenges will have to be faced in 1973 as we prepare to be integrated in the New Education Plan. It will become operative in our zone from December 1973. We hope and pray for a Nepali headmistress before that time. May we so live and pray that we will be able to impart eternal blessing, as well as good academic practical teaching, to all in our care.

Miss M. McCOMBE,
Headmistress.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) GENERAL FUND.				
Receipts :				
School fees	53,500.	52,261.85		58,000.
Exam. fees	—	2,689.30		—
UMN Treasurer	44,300.	44,300.00		45,200.
Personnel contri- buted services	13,000.	13,000.00		14,300.
	<u>110,800.</u>	<u>112,251.15</u>		<u>117,500.</u>
Payments :				
Salaries	89,500.	94,085.01		95,900.
Wages	2,000.	1,931.00		2,000.
Medical expenses	650.	526.18		650.
Repairs, maintenance	1,500.	1,520.48		1,000.
Power, light and water	50.	60.00		50.
School supplies	1,800.	651.63		1,600.
Exam. expenses	—	2,423.02		—
Travel	500.	358.66		500.
Administration	1,500.	717.62		1,200.
Miscellaneous	300.	463.08		300.
Contingencies	—	630.74		—
Personnel contri- buted services	13,000.	13,000.00		14,300.
	<u>110,800.</u>	<u>116,367.42</u>		<u>117,500.</u>
Excess payments over receipts		<u>4,116.27</u>		

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 31.12.72
2) CAPITAL FUND.				
Office equipment	2,615.00	—	175.00	2,440.00
Donations }	24,975.23	—	2,272.72	
		1,299.55*		24,002.06
Headmistress's furniture	1,600.00	—	1,009.50	590.50
Teachers' furniture	1,226.13	1,200.00	655.00	1,771.13
Accountancy system }	1,600.00	—	300.45	
			1,299.55*	—
Dispensary	1,206.25	—	713.00	493.25
Bicycle fund	258.66	—	—	258.66
Western flat	2,381.00	—	1,095.59	1,285.41
Prize money	10,000.00	—	—	10,000.00
School bus	24,704.69	—	24,704.69	—
School and hostel equipment, building (1972 budget items)	47,473.81	—	132.00	47,341.81
Science equipment	—	190.75	56.30	134.45
Scholarship fund	—	9,214.23	91.00	9,123.23
Personnel house repairs	—	—	234.30	(234.30)
Adult literacy	—	200.00	—	200.00
	118,040.77	12,104.43	32,739.10	97,406.20

* Transfer.

Summary of Balances as at 31st December, 1972

Cash in hand	4,265.56	
Cash at Bank, current account	3,845.29	
Cash at Bank, fixed deposit	10,000.00	
Advance to hostel		6,487.43
UMN Treasurer, general fund—		
1972 balance	4,116.27	
Less : 1971 deficit	1,812.41	
	<hr/>	2,303.86
UMN Treasurer, capital funds	46,944.18	
Advance for land : recoverable	28,000.00	
Improvement Plan		1,305.08
Capital fund balance		97,406.20
Exam. stocks	511.76	
Hostel balance	9,328.06	
	<hr/>	<hr/>
	105,198.71	105,198.71
	<hr/>	<hr/>

APPENDIX L

BHAKTAPUR HOSPITAL REPORT FOR 1972

Driving by the newly opened mountain roads of Nepal, the many ups and downs leave one bewildered as to just where one is. Reviewing the past year, with all its ups and downs, I too find it hard to assess our overall progress. The hospital statistics have been reasonably encouraging, and the more so as we believe the dismissal of an influential member of our staff may have adversely affected attendances in the last three months.

In March we left the 'one-doctor hospital' category, and Dr. D. B. Karki was loaned to us by His Majesty's Government for three months. He was followed by Dr. Margaret Farquharson of Edinburgh for three months, and then by another Nepali, Dr. N. B. Subhedi until October. These three doctors very usefully covered the busy summer season and the contribution that each made was most appreciated. We have also been grateful to Drs. Jennifer Frank and Jean Burgoyne, who have covered holiday periods, and Drs. Bill Gould and Jack Moody who have visited in their specialist capacities. By no means the least, we have greatly valued Dr. Gordon Mack's visits in his capacity as Health Services Secretary, and his willingness to offer help and understanding advice, as well as the facilities of Shanta Bhawan Hospital, on which we have leaned again heavily. In quite another realm, we have appreciated monthly visits of Mr. Herman Simrose from Anandaban, who has offered valuable agricultural advice, and we look forward to seeing the fruits of his labours in the coming year. That we have a considerable amount of poorly used land is a continual thorn in my conscience, and we hope that the local Government office may be able to help further in this.

We continue to be grateful for a strong backbone of good and faithful permanent staff. The most significant and happy addition was to welcome back from Shanta Bhawan, as fully trained nurses, Lalita Daubhadel and Padam Tamrakar, the first of the girls we have sent from here for training. In their place, Daya Joshi has gone from here to start her training. In August Miss Rut Peterson left for home leave in Sweden. We have been compensated in our loss by the appointment of Miss Stina Ullberg in her place in the Community Health team. Also in the nursing realm, we have enjoyed two visits by the Shanta Bhawan final year nurses for Community Health and TB experience.

The Community Health work has continued to develop, especially through teaching in schools, including giving a week of lectures to the teachers of one school. Two more schools, Nalinchok and Bramacharini, have been added to those visited, and another Children's Health Club has been opened at Sipadole.

During July and August we lost Mr. Brian Richards, our business manager, but in a good cause as he went to Bangla Desh to help established a hospital there, sponsored by TEAR Fund. We too are grateful to TEAR Fund: in May the Fund's Director, Rev. G. Hoffman, visited us and handed over a cheque for £4,000 for improving the notorious road to the hospital, especially the Surja Binayak hill. After many delays, by December we were ready to start, and just four days before Christmas the villagers arranged a very happy inauguration ceremony, graced by the presence of the Hon. Minister of Transport. We are deeply grateful to Mr. C. Chapple of the Road Feasibility Project, who is advising and cooperating with Mr. Martyn Thomas of the United Mission Building Department in carrying out this work.

Another, and most urgent item of our development—the maintenance area—is now ready to be started. In this Mr. P. Caswell of the Nepal Engineering Institute has most generously offered to design and supervise the work for us. We have also been glad of the help of Mr. G. Carfield and his team from Butwal, who have carried out extensive electrical rewiring and improvements.

For the future, there has been some radical rethinking in the light of the Government's decision to rebuild their present hospital in Bhaktapur as a 100-bed District Hospital, and also the United Mission's reappraisal of its medical work in view of current government policies. A meeting was arranged with the Medical Directorate of His Majesty's Government, and possible future roles of this hospital were discussed. Accordingly the major items of our 1969 Development Plan, notably the new out-patient block, have been suspended indefinitely. We believe that this decision is right and good. We reaffirm our purpose of 'ministering to the needs of the people of Nepal in the Name and Spirit of Christ', and we are happy to continue this purpose in whatsoever buildings and conditions are considered best. In this Spirit, we look forward to the coming year and years with their promise of continuing service.

DR. D. ROCHE,
Medical Superintendent.

Statistics :	1970	1971	1972
Outpatients : New	3,115	2,723	2,990
Return visits	10,793	11,262	12,963
Bazar clinic	2,836	3,054	4,472
Total	16,744	17,039	20,425
Children's Health Clubs, (included in above total)	2,146	5,230	4,401
Inpatients :			
Admissions	908	912	981
Total inpatient days	9,223	8,295	8,315
Average daily inpatient census	25.3	22.7	23
Average length of stay in days	10.2	9.1	8.5

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) GENERAL FUND, HOSPITAL				
Receipts :				
Medicines and fees	114,600.	121,248.41		128,100.
Community Health	1,500.	1,500.00		1,500.
Gifts	—	7,295.65		6,000.
UMN Treasurer	48,900.	48,900.00		48,900.
Personnel contri- buted services	36,900.	36,900.00		39,900.
	<u>201,900.</u>		215,844.06	<u>224,400.</u>

	Budget 1972	Actuals 1972	Total	Budget 1973
<i>Payments :</i>				
Salaries	56,100.	58,897.40		60,000.
Medicines	66,000.	83,115.13		81,000.
Hospital supplies	9,000.	8,314.11		9,000.
Food	1,200.	1,390.85		1,500.
Linen	3,000.	1,792.56		2,700.
Cleaning	1,200.	861.96		900.
Repairs	9,000.	5,996.49		9,000.
Transport	7,500.	7,577.32		7,500.
Power, light and heat	7,500.	6,073.82		7,500.
Administration	3,600.	3,675.42		4,500.
Rent	900.	665.39		900.
Personnel contri- buted service	36,900.	36,900.00		39,900.
	<u>201,900.</u>		<u>215,260.45</u>	<u>224,400.</u>
Excess receipts over payments			<u>583.61</u>	

2) GENERAL FUND, COMMUNITY HEALTH

Receipts :

UMN Treasurer	9,900.	9,900.00		15,600.
Personnel contri- buted services	3,600.	3,600.00		3,600.
	<u>13,500.</u>		<u>13,500.00</u>	<u>19,200.</u>

Payments :

Salaries	6,900.	10,184.58		12,900.
Transport	600.	350.15		600.
Supplies	900.	79.56		600.
Hospital services	1,500.	1,500.00		1,500.
Personnel contri- buted services	3,600.	3,600.00		3,600.
	<u>13,500.</u>		<u>15,714.29</u>	<u>19,200.</u>

Excess payments
over receipts

2,214.29

	Balance 1.1.72	Receipts in 1972	Paid in 1972	Balance 31.12.72
3) CAPITAL FUND				
Trailer	—	6,080.00	—	6,080.00
Scales, oxygen cylinder	—	4,631.80	—	4,631.80
Maintenance area	—	65,628.11	450.00	65,178.11
Sisters' house	—	3,473.00	—	3,473.00
Road	—	104,000.00	5,580.00	98,420.00
Suction pump	—	2,500.00	997.60	1,502.40
Vehicle Fund	6,115.00	2,874.00	—	8,989.00
Undesignated	3,109.51	1,974.00	—	5,083.51
Cash register	2,100.00	—	—	2,100.00
Buzzers	175.00	—	—	175.00
Fire extin- guishers	700.00	—	700.00	—
Staff furniture (Development Plan)	8,044.00	—	—	8,044.00
Staff house	(5,868.98)	5,868.98	—	—
New OPD	—	53,319.42	—	53,319.42
Electrical equipment	—	11,997.00	750.00	11,247.00
Transformer and rewiring	—	38,118.70	18,008.87	20,109.83
Staff furniture	—	1,500.00	445.00	1,055.00
	<u>14,374.53</u>	<u>316,339.54</u>	<u>26,931.47</u>	<u>289,408.07</u>

Summary of Balances as at 31st December, 1972

General Fund balances :

Hospital	583.61	Cash on hand	1,818.66
Community Health (2,214.29)		Cash with UMN Treasurer	234,575.07
Capital Fund balance	289,408.07	Cash at Nepal Bank	46,643.20
		Cash at National & Grindlays Bank	4,740.46
	<u>287,777.39</u>		<u>287,777.39</u>

APPENDIX M

OKHALDHUNGA PROJECT REPORT FOR 1972

Staff. Dr. and Mrs. Woodman left here in February, and Dr. Itoh assumed responsibility as Medical Director at that time. Dr. Iwamura was assigned as the new Project Director in November.

Miss Anne Avis, Miss Miriam Rai, and Mrs. Itoh and her children left in December. Miss Sylvia Slade joined us as Nurse-in-Charge on Christmas Day. Since April we have had a night watchman in the wards, Mr. Sherba Dhan.

Dispensary. We have enjoyed the fruits of the past year, especially of 1971, in the form of electric lamps and suction in the operation theatre, also simple but varied kind of laboratory checks. But this has also meant that our running costs have increased.

Statistics are :

Out-patients—new	2512
—old	3134
	<hr/>
Total	5646
	<hr/>
Inpatients	391
Operations	93.

Training. Miss Anne Avis began the new term of auxiliary nurses training in April. There are two new students, Miss Ujeli Maya Rai and Miss Pomph Rai.

We had our first graduation of auxiliary nurses in May. The new graduates are Miss Kinji Sherpa, and Miss, Palsum Tibetan. Miss Vitzthum is giving midwifery training to Nima Tibetan.

Building. We have finished two new godowns, each with three rooms.

Prospects. Written permission has been received from HMG to build a 25-bed District Hospital as the official hospital for this area. After 5 years it could be taken over by the government.

Community Health. The Community Health program has been maintained—unfortunately intermittently—in Ramilo Dhara, by Miss Hanna Vitzthum, where a total of 2227 patients have been treated. The teaching program has included lectures to village health workers, children in the local kindergarten, a young girls' group, and evening sessions. A weekly children's clinic, ante-natal and school clinics have been undertaken.

Home deliveries and visits in the area have taken a great deal of time, and due to Hanna's absence—sometimes relieving in the dispensary—some continuity of contact has been lost. The training of one midwife is nearly completed.

Summary. As we have promising prospects for the future, we are preparing for them by encouraging our staff to engage in further study or to take government examinations so that they will be ready to meet future changes.

DR. K. ITOH,
Medical Director.

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) DISPENSARY.				
Receipts :				
Fees	50,000.	43,102.02		40,000.
UMN Treasurer	23,100.	23,100.00		34,100.
Personnel contri- buted services	34,320.	19,360.00		19,360.
	<u>107,420.</u>		85,562.02	<u>93,460.</u>
Payments :				
Salaries	27,000.	28,599.27		31,000.
Drugs	25,000.	31,381.78		25,000.
Medical and surgical supplies	5,000.	4,014.95		5,000.
Bedding and uniform	1,500.	2,227.75		2,500.
Fuel and light	3,000.	3,464.74		3,500.
Administration	600.	511.10		600.
Cleaning	—	661.50		1,000.
Transport and travel	4,000.	1,088.00		2,000.
Maintenance	5,000.	4,434.65		2,000.
Rent	2,000.	950.00		1,000.
Miscellaneous	—	233.00		500.
Personnel contri- buted services	34,320.	19,360.00		19,360.
	<u>107,420.</u>		96,926.74	<u>93,460.</u>
Excess payments over receipts			<u>11,364.72</u>	

	Budget 1972	Actuals 1972	Total	Budget 1973
2) COMMUNITY HEALTH PROGRAM.				
<i>Receipts :</i>				
Fees and sales of medicines	—	2,671.00		—
UMN Treasurer	7,500.	7,500.00		6,100.
Personnel contributed services	—	7,816.00		7,816.
	<u>7,500.</u>		17,987.00	<u>13,916.</u>
<i>Payments :</i>				
Medicines	1,500.	2,917.78		2,000.
Public Health material	—	855.18		100.
Village Health Workers	2,500.	—		—
Salaries	2,000.	2,400.04		2,700.
Uniform	100.	100.00		100.
Rent	1,000.	1,000.00		1,000.
Maintenance	400.			200.
Freight	}	58.50		
Repairs		188.00		
Light and heat		90.00		
Stationery		57.00		
Dispensary supplies		41.25		
Cleaning		7.50		
Personnel contributed services	—	7,816.00		7,816.
	<u>7,500.</u>		15,531.25	<u>13,916.</u>
Excess receipts over payments			<u>2,455.75</u>	

Balance 1.1.72	Receipts in 1972	Payments in 1972	Balance 31.12.72
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3) DESIGNATED FUND, DISPENSARY.

Agriculture work (refunded to UMN Treasurer)	1,111.42	—	1,111.42	—
Literature	315.39	—	124.00	191.39
Workshop/ Reading room	5,050.00	—	2,105.00	2,945.00
Building and equipment	27,965.20	—	19,071.58	8,893.62
	<u>34,442.01</u>	<u>—</u>	<u>22,412.00</u>	<u>12,030.01</u>

Statement of Balances at 31st December, 1972

1) DISPENSARY.

Cash in hand	6,443.00	
UMN Agent account	587.05	
UMN Treasurer, general fund		6,919.11
Advance—loan	850.00	
Advances on personal accounts	3,902.32	
Due to Community Health Program		2,100.00
Freight fund		2,097.97
Balance of Designated Fund		12,030.01
Dr. balance, General Fund	11,364.72	
	<u>23,147.09</u>	<u>23,147.09</u>

2) COMMUNITY HEALTH PROGRAM.

Cash in hand	355.75	
Due from Dispensary	2,100.00	
Cr. balance, General Fund		2,455.75
	<u>2,455.75</u>	<u>2,455.75</u>

APPENDIX N

ANANDABAN LEPROSY HOSPITAL REPORT FOR YEAR TO AUGUST, 1972

"It was God, not we, who gave the increase". This year has been one of increase in many ways at Anandaban. Increase in new cases, in-patient turnover, attendance at clinics, outreach, and the productivity of the land allocated to the Mission by the Government.

The beginning of a leprosy control program in the largest and one of the remotest of Nepal's 14 zones, involving a two-hour plane flight over Himalayan ranges, is without doubt the big news of the year for Anandaban. The presence of the Director of Health Services to inaugurate the work and the cooperation of the Zonal Commissioner for Karnali made for a smooth and efficient start.

Medical. The total number of inpatients treated for the various complications of leprosy through the year was 521. 170 were admitted for ulcer treatment and rehabilitation through agriculture. They were admitted with the understanding that after healing of the ulcer they stay the three week period for field work and care of the foot, with a view to the prevention of future ulceration. 161 were admitted for medical complications, 82 for the prevention of paralysis due to neuritis. Weekly clinics are held for eye and ENT complications, and also the follow-up on the effects of neuritis. In this way a constant check is kept on patients for the detection of the earliest signs of paralysis, visual disturbance, or nasal involvement. This year an improved method of in-patient records has been introduced. With this system, adequate provision is made for recording nursing care, findings in the eye and ENT clinic,

physiotherapy progress, laboratory records, shoes records, footprints, as well as the day to day examination and treatment. 26 patients were admitted specifically for reconstructive surgery. The operation program remained about the same this year. Selection of cases is done with care, and the waiting list has remained small. The following operations were performed:

Eyes :	Temporalis transfer	1
	Temporalis transfer revision	1
	Tarsorrhaphy	4
	Cataract	1
Face :	Face lift	1
	Minor plastic operations on face and ears	21
Hands:	Brand's many tailed lubrical replacement	7
	Sublimis operation for lubrical replacement	4
	Sublimis transfer for opponens	6
	Minor operations	5
Feet :	Tibialis posterior transfer	25
	Revision of tibialis transfer	2
	Minor operations on tendo schilles	7
	Operations on the great toe extensor	3
	Profundus transfer for claw toes	1
	Minor operations	10
Other minor operations		7

Physiotherapy. Initial individual muscle assessments for the presence of functional defects in the important nerves involved in leprosy are done on new patients to provide a base line for future treatment. Frequent follow-up assessments are done in the case of partial paralysis of affected muscles. Sensory testing is performed at the same time. The results are recorded for regulation of dose regimes, physiotherapy and follow-up of the progress of the disease in nerves. Out of 85 plaster casts applied for partial ulnar palsy, improvement was recorded in 64 cases. In a further 13 cases the paralysis did not

progress. Plaster casts were also applied for radial palsy (8), lateral popliteal palsy (28), median palsy (17). Classes in the care of the anaesthetic extremity, daily massage and exercises, and pre- and post-operative specialist physiotherapy care continued as usual. Many of our patients with insensitive feet already have their own shoes, and they are encouraged to use these provided they are suitable for the diseased foot. 124 pairs of shoes were issued to patients during the year. We are sorry Mr. Mangal, our cobbler for several years, had to leave this year. A young man from the same village is continuing his work.

Laboratory.	Skin smears, smears from wounds, and nasal smears for M. Leprae	2,256
	Haematological tests	501
	Urine tests	286
	Stool examinations	471
	Sputum examinations	167

A small number of Lepromin tests were also made with lepromin prepared in the hospital.

Outpatients. This department has shown a large total increase this year, although the Anandaban clinic remains about the same. At the Shanta Bhawan clinic in Kathmandu there were 5,106 attendances, with 356 new cases. Including the Jumla and hospital clinics, 556 new patients came for treatment.

Karnali Zone Leprosy Control project. Patients have been coming to Anandaban clinic from the Karnali Zone for treatment since 1967. Some of these patients have had to make a 30 day journey, which involves travel by foot, train in India, and bus from the border, to Kathmandu. From accounts of these patients, it was clear that a leprosy control project was an absolute necessity, and that the best centre would be in Jumla where the Zonal headquarters is situated. The second

reason for starting this project was to find an area of high incidence in which to do a total population survey for comparison with the survey already done in the area adjacent to Anandaban.

Five separate visits were made by the team from Anandaban. Apart from cases seen by the paramedical workers between the visits, 590 attendances were recorded. Over 200 patients from the zone are now under treatment. 166 new cases were registered. Patients came from 114 different villages in the zone. Skin smears, individual muscle assessments, eye and ENT examinations were done. Apart from the anti-leprosy drug regimes, treatment was given for the complications of leprosy, e.g. acute exacerbation, iritis, neuritis. Numerous ulcer treatments were carried out, and education of the patients in the care of the anaesthetic extremity was given. A few patients were provided with shoes especially adapted for the insensitive foot. 20 patients from this area were admitted to Anandaban during the year.

The two paramedical workers stayed out for 2 periods totalling 4 months. They gave talks, carried out school visits, contact and total population surveys on a small scale in closest cooperation with the Panchayat and the Zonal Commissioner. Household survey records for each house, diagrammatic maps of houses, villages, and areas surveyed have been prepared as permanent records of this work for future use. An area of high endemicity has been found for the next survey, which will be bracketted with the low endemicity area found near Anandaban, to give a true picture of the overall endemicity for Nepal.

Trainees. The Leprosy hospital has recently been approached by UMN with a view to closer cooperation in the field of leprosy control in the southern region of the Kathmandu valley. A Nepali doctor from the UMN Community Health program has been attending regularly

at the Shanta Bhawan clinic for teaching in the basic techniques of leprosy management in outpatient clinics. As in previous years, the clinic in Shanta Bhawan has witnessed a number of doctors, medical students, nurses and other trainees, as well as interested visitors. Some of these have also stayed for short visits in Anandaban.

Sesh Bahadur spent some months here preparatory to going to Wardha for training as a paramedical worker. On his return, he worked mainly in the laboratory to get practice in taking and examining skin smears. Gokul, from Pokhara, is currently here for the same purpose. Sister Gyani Shah spent one month here for orientation in leprosy work preparatory to going to village work. Shanta Bhawan student nurses also spent short periods of residence in Anandaban as part of their Community Health training.

Occupational therapy. The British Embassy has been unable to supply wool for use here as in previous years. We are, therefore, grateful to the friends who are sending parcels containing balls of wool for use here by patients for their own benefit. For some patients, especially the ones in 'reaction', it is an important part of their treatment to be occupied in this way. They have been making gloves and socks with these small quantities of wool which they will be glad to use themselves when the winter comes. We have a large bagful ready for distribution in a month or two. Others have been doing crochet work.

Maintenance. The provision for the first time of a fulltime worker on the toilets of the hospital and cottages has been a major advance in the hygiene of Anandaban. This young man is engaged in a daily program of cleaning and keeping these facilities smart as well as functioning.

After building of the fireplace and chimney, the new dhobi house was put into use during the year. A new

fireplace and chimney were also installed in the hospital kitchen. Three chimneys and fireplaces have been built in various staff houses too. Maintenance work has been going on continuously on the buildings, water supply (hydram), and cars. This year we have indeed been grateful for extra help in all these matters.

Rehabilitation through Agriculture. The following is an extract from Mr. Simrose's report on this project :

"Go in to take possession of the land which the Lord God gives you to possess." To complement the leprosy program in Nepal, the Government, besides giving land for buildings, also turned over enough land for an agricultural farm. In the agreement it is stated, 'to put the land to productive use by way of giving the patients the benefit of occupational therapy'. However, the land was never fully possessed, let alone made productive. Apart from the beauty of the pine tree setting, the hospital and patients have reaped very little benefit from this gift of land. Now the aim is to make it productive, not only in the matter of farm produce, but also as a tool for the rehabilitation of leprosy patients. A plan has been made and is being implemented as resources permit. Much of the suitable land has now been terraced, changing the whole aspect of the hillside. This soil is deep and practically stone-free, so with proper manuring should prove to be very productive. 50 new peach trees have been set out in their permanent location. 800 seedlings, including peaches, apples, citrus, pears, yantoa, passion fruit and cherries, are in our nursery, to plant out or sell as they become ready. One area has been planted to walnut, and another to bamboo. Approximately 1500 seedlings of Nepal elder, various kinds of eucalyptus, cypress, silk oak, jacaranda, cryptomeria and camphor have been planted. These need care for a year or more until they become established. The livestock project has continued, and a purebred

Jersey bull has been added with a view to keeping a small dairy herd. Livestock are needed to provide manure for the fields, make use of the surplus grass, as well as give the patients variety in their daily routine. In order to beautify the grounds, lawns, flowers and flowering trees are being planted. Patients take pride and interest in growing flowers around their premises. The ultimate objective is still to provide a variety of farming projects which fully covers the types of work which the patients will do when they go home. At present the bulk of the heavy work is being done by outside labourers.

Visitors. While there have been fewer Leprosy Mission visitors than in previous years, there have been many more visits from fellow workers in Nepal. Personnel from the INF, Pokhara, as well as UMN workers from various stations, and others, have enjoyed the beauty of Anandaban and a break away from their own work. Since one of the houses has been temporarily vacant, it has been put aside for this ministry, and since this arrangement has been made it has rarely been vacant. In turn, the hospital has benefitted from the spiritual ministry that some of these friends have been able to give, and the staff in fellowship with them.

Rev. Eade and Rev. Delaney from New Zealand could not get to Nepal as planned (although they got as far as Bangkok), due to the Indo-Pak war last December. We were pleased to have a visit from the Commissioner for the Karnali Zone in January. Dr. V. P. Das paid us a flying visit in March.

We were sorry indeed to farewell Mr. and Mrs. Howard Barclay, who have laboured for many years in Nepal. Recently Mr. Barclay was UMN Area Superintendent for Kathmandu, and he and Mrs. Barclay have had a keen interest in leprosy patients. Before leaving, Mrs. Barclay started a small project to help a few

married Nepali Christian girls supplement their small earnings as house-helpers by making knitted garments on knitting machines in their free time. Three machines are in use in Kathmandu for this purpose, and three of the young women using them are ex-leprosy patients. We hope that this project will be the means of helping a few others after discharge from here in the future.

Mrs. Barclay has also regularly taped messages on cassette tapes from Gyaneshwar, and sent them out for our patients' use. For our friends' help we are thankful, and wish them God's blessing on their ministry at the home end in Australia with BMMF in the future. Other UMN friends resident in Kathmandu have taken over these ministries.

As the Leprosy Mission, Nepal enters another year of opportunity, we do so in dependance on Him Who has said, "The Lord shall increase you more and more, you and your children".

Addendum for Sept.—December, 1972. John and Margaret Paterson and family returned from furlough in September, but were transferred by UMN from Anandaban to a project in Pokhara.

Two Australian Corriedale sheep were flown into Nepal, which were a gift from Australia for the hospital farm here.

Amongst visitors who have come during this period, three have been Leprosy Mission representatives: Mr. Hough from Scotland, and Mr. and Mrs. C. Parsons from New Zealand.

Dr. Yo Yuasa from Japan arrived on 31st December to join the staff here. He is currently following the UMN Language course in Kathmandu.

DR. J. HARRIS,
Superintendent.

APPENDIX O

UMN TREASURER

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

	Budget 1972	Actuals 1972	Total	Budget 1973
1) GENERAL FUND.				
Receipts :				
American Friends Mission	4,800.	—	—	—
Assemblies of God	4,800.	10,100.00	—	9,600.
Baptist Missionary Society	24,000.	—	—	19,200.
Bible & Medical Missionary Fell.	153,600.	128,973.00	—	144,000.
Christian Church (Disciples)	4,800.	5,050.00	—	4,800.
Church Missionary Socy., U.K.	14,400.	26,852.86	—	14,400.
Church Missionary Socy., Australia	28,800.	—	—	28,800.
Church of North India	4,800.	10,001.04	—	10,000.
Committee for Service Overseas	48,000.	—	—	43,200.
Central Asian Mission	4,800.	—	—	—
Darjeeling Diocesan Council & Church of Scotland	9,600.	5,200.00	—	9,600.
Free Church of Finland	52,800.	41,193.00	—	52,800.
Gossner Mission	14,400.	—	—	4,800.
International Christian University Church, Tokyo	4,800.	4,848.00	—	4,800.
Japan Overseas Cooperative Service	24,000.	30,300.00	—	24,000.

1) GENERAL FUND (contd.)

	Budget 1972	Actuals 1972	Total	Budget 1973
Mennonite Board of Missions	28,800.	12,120.00		14,400.
Regions Beyond Missionary Union	81,600.	77,588.25		67,200.
Swedish Baptist Mission	24,000.	12,510.00		28,800.
Swiss Friends Mission	14,400.	—		14,400.
United Fellowship for Christian Service	4,800.	5,050.00		4,800.
United Church of Canada	100,000.	99,898.20		100,000.
United Methodist Church	62,400.	92,546.30		101,000.
United Methodist Church, gifts	100,000.	84,196.12		60,000.
United Presby- terian Church	35,600.	65,098.40		70,700.
Wesleyan Church of America	4,800.	5,555.00		4,800.
World Mission Prayer League, Norway	67,200.	67,200.21		76,800.
World Mission Prayer League, USA	67,200.	67,252.11		67,200.
Episcopal Church, USA	4,800.	4,797.50		4,800.
Leprosy Mission	24,200.	24,995.49		22,100.
Miscellaneous	19,000.	112,147.66		—
1971 year-end balances	—	9,884.41		—
Interest	20,000.	24,006.58		25,000.
Capital Service charges	20,000.	53,524.43		40,000.
	<u>1077,200.</u>		1080,889.06	<u>1072,000.</u>

1) GENERAL FUND (contd.)

	Budget 1972	Actuals 1972	Total	Budget 1973
<i>Payments :</i>				
Headquarters	114,110.	121,591.97		113,900.
Bank charges	150.	288.56		150.
Rents and maintenance	93,760.	166,752.52		136,000.
<i>Special Projects :</i>				
Padma Sadan	14,340.	14,340.00		—
Tibetan Camp work	1,120.	1,120.00		1,800.
Travelling Eye Service	16,132.	2,714.00		—
Community Health Advisory Team	22,858.	22,858.00		41,220.
Tansen Area	75,620.	67,100.00		177,900.
Butwal Technical Institute	11,100.	11,100.00		39,820.
Division of Consulting Services	10,000.	10,000.00		16,000.
Pokhara Boys' School	2,100.	2,100.00		2,800.
Gorkha Project	188,969.	188,969.00		192,140.
Shanta Bhawan Hospital	289,979.	289,979.00		164,200.
District Clinics, Kath. Valley	77,484.	77,484.00		—
Girls' High School, Kathmandu	44,300.	44,300.00		45,200.
Bhaktapur Hospital	58,800.	58,800.00		64,500.

1) GENERAL FUND (contd.)

	Budget 1972	Actuals 1972	Total	Budget 1973
Okhaldhunga Project	30,600.	30,600.00		40,200.
Contingency Fund	10,000.	22,139.37		10,000.
Possible requests for grants to cover increased salaries	—	—		100,000.
	<u>1061,422.</u>	<u>1132,236.42</u>	<u>1145,830.</u>	

Total

Excess payments
over receipts Dr. 51,347.36

Receipts for 1971,
received in 1972 :

Committee for
Service Overseas 51,200.00

Swiss Friends
Mission 9,816.93

61,016.93

Balance at 1 January 1972

235,333.24

Final balance at
31st December, 1972

245,002.81

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 22.12.72
2) CAPITAL FUNDS.				
Receipts :				
Bible and Medical				
Miss. Fell.		11,355.00		
Gossner Mission		77,750.00		
United Church of Canada		188,876.00		
United Methodist Church		291,500.17		
United Presbyterian Church		588,645.43		
TEAR Fund		178,100.00		
Dutch Govt.		707,402.48		
World Council of Churches		53,319.42		
Scholarship, miscellaneous grants		68,294.00		
Miscellaneous gifts		23,271.88		
Designated and undesig-nated funds		549,450.44		
Transfers and refunds		389,981.80		
		<u>3127,946.62</u>		

2) CAPITAL FUNDS (contd.)

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 22.12.72
<i>Payments :</i>				
Head- quarters	76,541.41	114,591.50	74,081.92	117,050.99
Padma Sadan	363.50	17,926.22	—	18,289.72
Tansen Area	177,097.50	722,034.91	538,030.67	361,101.74
Butwal Technical Institute	—	375,137.93	375,137.93	—
Pokhara School	—	754,832.80	572,138.58	182,694.22
Gorkha Project	—	288,535.81	288,535.58	—
Shanta Bhawan Hospital	608,231.20	452,844.73	25,000.00	1036,075.93
Kath. Valley District Clinics	79,896.04	1,313.00	81,209.04	—
Girls' High School, Kath- mandu	70,048.78	1,600.00	24,704.60	46,944.18
Bhaktapur Hospital	—	256,289.51	21,714.44	234,575.07
Okhaldhunga Project	—	1,274.22	1,274.22	—
Literature Fund	3,547.91	25,247.34	14,750.23	14,045.02
Scholarship Fund	17,841.07	116,318.65	100,003.72	34,156.00
	<u>1033,567.41</u>	<u>3127,946.62</u>	<u>2116,581.16</u>	<u>2044,932.87</u>

	Balance 1.1.72	Received in 1972	Paid in 1972	Balance 22.12.72
3) SPECIAL DESIGNATED FUNDS.				
Evangelism	10,575.66	—	10,575.66	—
Medical work	9,231.40	—	9,231.40	—
Agricultu- ral work	7,941.44	—	7,941.44	—
T. B. work	17,011.94	—	17,011.94	—
Educational work	1,040.30	—	1,040.30	—
General equipment	73,303.78	6,060.00	79,363.78	—
Hospital equipment	159,911.70	—	46,388.00	113,523.70
Medical equipment	—	176,025.95	155,372.22	20,653.73
Building equipment	8,585.00	—	8,585.00	—
Medical Building	—	22,745.20	7,069.60	15,675.60
Community health work	40,837.20	—	40,837.20	—
Dr. Bond's lab. equipment	20,200.00	—	20,200.00	—
SBH Single Staff Qrs.	201,196.54	—	201,196.54	—
West Nepal	5,188.82	—	5,188.52	—
Aviation	72,197.00	—	—	72,197.00
	<u>627,220.00</u>	<u>204,831.15</u>	<u>610,001.90</u>	<u>222,050.83</u>

4) SUSPENSE ACCOUNTS,
BALANCES AS AT
31ST DECEMBER, 1972.

General Suspense account	39,397.35	
Building Department account	1,747.26	
UCC personnel expenses	31,379.90	
Import expenses	682.97	
CSO Personnel expenses	32,815.13	
James Warren & Co.	6,950.00	
Children's Hostel	1,698.80	
Publicity materials	5,856.36	
Margerine	3,717.59	
Rev. P. Wagner, personal		11,084.32
Methodist field expenses		58,977.86
Provident Fund		6,038.85
	<hr/>	<hr/>
	124,245.36	76,101.03
Balance at 31.12.72		48,144.33
	<hr/>	<hr/>
	124,245.76	124,245.76
	<hr/>	<hr/>

Summary of Balances as at 31st December, 1972

Assets :

Cash at Nepal Bank, Kathmandu	1224,211.57
Cash at American Express, Bombay	50,009.53
Cash at Chase Manhattan Bank, NY, Current	461,816.22
Cash at Chase Manhattan Bank, NY, Savings	505,000.00
Cash at Union Bank of Switzerland, Zurich	261,657.40
Rent advanced to Col. P. Rana	215,310.00
Suspense accounts balance	48,144.33

Liabilities :

General Fund balance	245,002.81
Capital Fund balance	2,044,932.87
Reserve Fund	188,000.00
Undesignated Funds	66,163.34
Special Designated Funds balance	222,050.03
	<hr/> 2766,149.05 <hr/>
	<hr/> 2766,149.05 <hr/>

UMN PROVIDENT FUND

STATEMENT OF RECEIPTS AND PAYMENTS FOR 1972

Receipts :

Contributions from Headquarters	9,081.94	
Contributions from Tansen Area	10,355.64	
Contributions from Pokhara School	333.00	
Contributions from Gorkha Project	16,657.04	
Contributions from Shanta Bhawan Hospital	38,307.34	
Contributions from District Clinics	1,607.28	
Contributions from Girls' High School	7,641.48	
Contributions from Bhaktapur Hospital	3,064.76	
Contributions from Okhaldhunga Dispensary	2,636.74	
Contributions from Miscellaneous	902.46	
	<hr/>	
	90,587.68	
Interest earned	29,573.96	
Loans refunded	553.90	
Lapse and Forfeiture a/c receipts	330.27	
	<hr/>	
		121,045.81

Payments :

Refunds and Loans to employees of :		
Headquarters	961.00	
Gorkha Project	4,297.63	
Shanta Bhawan Hospital	16,832.22	
District Clinics	964.56	
Bhaktapur Hospital	3,147.06	
	<hr/>	
	26,202.47	
Refund from formerly forfeited money	20.40	
	<hr/>	
		26,222.87
Excess receipts over payments		94,822.94
Add : Balance at 1st January, 1972		366,084.31
		<hr/>
Balance at 31st December, 1972 (See below for analysis)		460,907.25
		<hr/>

Summary of Balances as at 31st December, 1972

Liabilities :

Members' accounts :

Headquarters	14,961.00
Tansen Area	47,652.00
Gorkha Project	78,051.00
Pokhara School	3,215.00
Shanta Bhawan Hospital	192,078.00
District Clinics	4,628.00
Girls' High School	37,603.00
Bhaktapur Hospital	12,293.00
Okhaldhunga Dispensary	9,251.00
Miscellaneous	5,735.00
	<hr/>
	405,467.00

Other equities :

Lapse and Forfeiture A/c	36,074.83	
Interest	19,365.42	
	<hr/>	
		55,440.25

Assets :

Liquid assets :

Cash with UMN Treasurer	6,038.85
Cash at Nepal Bank Savings a/c	14,868.40
	<hr/>
	20,907.25

Fixed Investments :

Nepal Bank, Fixed deposits	420,000.00	
HMG Develop- ment Bond	20,000.00	
	<hr/>	
	440,000.00	
	<hr/>	
	460,907.25	460,907.25
	<hr/>	<hr/>

APPENDIX P

MINUTES OF THE WORKERS CONFERENCE, MARCH 1973

The annual Workers Conference was held 8th-12th March, 1973, in Kathmandu. The program was slightly altered from that of previous years due to the inability of Dr. Paul Rees to attend the Conference as guest speaker.

Each weekday morning began with a prayer meeting from 8.30 to 9.00, and closed with an evening devotional meeting. Canon S. R. Burgoyne spoke at these gatherings on the theme of "The Pre-eminence of Christ", the final meeting on Monday evening being a Communion Service. The Conference was also glad to welcome a brief visit from Bishop Chandu Ray, and his ministry in the Bible Study on the morning of Monday, 12th.

Business sessions on Thursday to Saturday began at 9.00 a.m., and on Monday at 10.30 a.m., and lasted till 12 noon, with a break for morning coffee. They were resumed at 2.00 p.m. each day, until 3.45 p.m., the sessions on Friday and Saturday afternoons being closed sessions for Board Appointees to discuss internal business matters.

A number of visitors from outside the UMN were welcomed to the Conference. Special tributes were also paid to Canon and Mrs. Sam Burgoyne and to Dr. and Mrs. Cecil Pedley, who are due to retire from the United Mission and Nepal within the next few weeks. The members of the UMN have greatly appreciated their fellowship and service, and pray for God's rich blessing on them in the coming years. Dr. and Mrs. Pedley have served in Nepal since 1958, first at Anandaban and more recently at Tansen; and Canon and Mrs. Burgoyne have been on Headquarters staff since 1968.

- WC-1/73. *Appointment of Chairman and Secretary.* Mr. Jonathan Lindell was elected Chairman, and Miss Betty Young secretary, of the business sessions.
- WC-2/73. *Appointment of Workers Conference Representative to the UMN Board of Directors.* Mr. J. Lindell, Dr. P. Dodson, Miss F. Swenson and Miss M. McCombe were appointed to form a Nominating Committee to recommend nominees to this position. On receiving these recommendations from the Committee, the Conference voted to appoint Mr. Ian Colterjohn as its Representative for the year 1973.
- WC-3/73. *Appointment of Workers Conference Representative to the Shanta Bhawan Hospital Managing Board.* The same Nominating Committee made its recommendation for this appointment, and the Conference voted to appoint Dr. R. Harding as the Representative for the year 1973/74.
- WC-4/73. *Project Reports.* The duplicated annual reports for 1972 had been circulated to members of the Conference, and representatives from the various projects gave further brief verbal reports at the business sessions. Questions were asked and the work of each project discussed in turn.
- a) *Executive Secretary.* Mr. F. Wilcox emphasised the continuing opportunity which the United Mission has to work in this country, and the new era opening up as the Mission enters into closer cooperation with HMG in its various spheres of service.

b) *Headquarters.* Mr. Wilcox, Canon Burgoyne and Mr. Stuart reported on the work of the Headquarters office, including the Language School and Agent office. It is hoped that it may be possible to appoint a Central Services Director in the near future to set up a larger department to serve the workers and projects throughout the Mission.

c) *Special Projects.*

i) *Building Department.* Mr. M. Thomas spoke of the difficulty of finding time to properly oversee the work of the trainees employed in the Department. More space is required, and enquiries are being made to locate an additional office for the work of this central department.

ii) *Tibetan Camp.* In the absence of workers from the Camp in Pokhara, Mr. Wilcox reported on the progress of the work through the year. Mr. Jostein Holm and family have now been transferred to this project.

iii) *Scholarship Program.* Miss N. Kehrberg, Secretary of the Scholarship Committee, spoke of the work of the Program through 1972. New applications for assistance are considered in September, December and March of each year, and suitable candidates selected, according to the availability of funds, from a large number of applicants.

- iv) *Children's Hostel.* The report of the Hostel was given by Mr. R. Newton. The number of children in residence is low at present, but there is the possibility of more joining them later in the year.
- v) *Communications Committee.* Mr. M. Thomas spoke of the various aspects of ministry covered by this Committee. He mentioned the availability of funds for literature or for distribution costs, and also the continuing growth of the cassette ministry.
- vi) *Padma Sadan.* Miss N. Kehrberg represented Padma Sadan, where the residents continue to make their home open and available to any students who wish to come in for recreation, special programs, etc., five days a week. Most of these students are Newars, and a few girls also come early in the afternoons.
- d) *Community Health Advisory Team.* The report for 1972 was given by Dr. N. Iwamura, who also outlined some of the HMG programs for this work. Visual aids are available for those teaching community health, and information may be obtained from Miss M. Robinson.
- e) *Tansen Area.* Dr. P. Dodson, Area Superintendent, with the assistance of her colleagues from Tansen reported on the work of 1972. Special note was made of the new development of a proposed HMG-UMN Tansen-Pokhara ANM School, which is a big undertaking, and

in which the UMN is taking a large part. Miss A. Maw spoke of the Community Health section of the project, and Dr. C. Pedley of the leprosy work and research which he has continued through 1972.

- f) *ITID, Butwal.* Mr. D. Neumann and Mr. I. Colterjohn reported on the work in progress in Butwal under the ITID, which now includes two separate Divisions: The Butwal Technical Institute and the Division of Consulting Services. It was noted with gratitude that a Manufacturing Licence has been granted to the Butwal Plywood Factory, and the long awaited BTI Agreement was signed in February, 1973. The training section of the program has now been integrated into the Institute of Engineering of the Tribhuwan University.

Mr. R. Berger also reported on his research work with the D. C. S. in trying to find projects in which the D. C. S. might assist in the area. The Butwal Power Company passed another milestone in September last year, with the completion of the blasting of the main tunnel.

- g) *Boys' Boarding School, Pokhara.* Mr. J. Lindell reported on the current negotiations with HMG concerning the possible re-opening of the High School section of the School. It is hoped that the building program will be completed by mid-1975. Mr. Lindell, as Headmaster, works in

close cooperation with the District Education Officer in Pokhara, and many changes have been introduced into the school in line with the New Education System.

h) *Gorkha Project.* Miss F. Swenson Acting Area Superintendent, spoke of some of the difficulties being faced in the Gorkha area. The schools are scheduled to be integrated into the New Education System at the end of 1973. Mr. G. Reid also reported on the work of the schools, and Dr. C. Hale on the hospital. Mr. T. Bouverie Brine's work in the laboratory has been much appreciated at the hospital. Community health work was covered by Miss V. Collett, followed by discussion of methods of health teaching in the form of tapes, flash cards, puppets, conversation, songs, etc.

i) *Shanta Bhawan Hospital.* Dr. G. Mack, Medical Director, led a report on the happenings of 1972, emphasising three major developments :

- i) The setting up of the Community Health Program, with further report from Dr. M. Bomgaars.
- ii) The integration of the School of Nursing into the Institute of Medicine of Tribhuwan University. Miss H. Asaoka outlined the structure of the joint Mahaboudha School, and the work in progress on the new curriculum.

- iii) The proposed agreement for the new "Shanta Bhawan", for which permission has been received from HMG, to be built in Patan. The 20 items of this draft were studied and discussed by the Conference.
- j) *Girls' High School, Kathmandu.* Miss M. McCombe, Headmistress, spoke of the continuing difficulty of having to constantly refuse worthy applicants for admission to the School, and the need for more similar schools in the city. The building of the new blocks and improvements was covered by Mr. D. Johannsen. The original Improvement Plan should soon be finished, but an additional block for pre-vocational rooms and other facilities has now been added to the Plan.
- k) *Bhaktapur Hospital.* Dr. D. Roche, Medical Director, reported on the steady growth of the work of the hospital and community health program through the year. The establishment of the new 100 bed HMG hospital in the city will in time alter the work of the UMN hospital, which will possibly develop into a specialised unit.
- l) *Okhaldhunga Project.* Dr. Mack, Dr. Iwamura and Miss H. Vitzthum all took part in the presentation of the report on the dispensary and community health program in Okhaldhunga, and also of the proposed UMN-HMG new district hospital. It is felt that this opportunity of close

cooperation with HMG will bring many opportunities for witness, and various aspects of the proposed agreement were discussed.

WC-5/73. *Other reports.* Friends working in other parts of Nepal reported on their activities as follows :

- a) *Anandaban.* Dr. J. Harris spoke with appreciation of the continuing work of Mr. H. Simrose, seconded by the UMN, and of new opportunities for service in Jumla. Each patient coming to a clinic for the first time is interviewed by a number of people, which ensures thoroughness and gives confidence to the patient.
- b) *Semri.* Miss F. Backhouse from Semri dispensary, 12 miles inside the border, spoke of the work there which began in 1945, and has developed from a visiting clinic to a residential dispensary, housed in new buildings.

WC-6/73. *Report from the Church.* The Conference welcomed Pastor Robert Karthak to bring up-to-date news of the Church throughout the country. 35 of the books of the Old Testament have now been revised; 8 of these are available, and the remainder are being printed or are ready for the printer. Seven men in Pokhara have been sentenced to a three months term, and one in East Nepal to ten months. Several former pastors are visiting groups in various places to give teaching and encouragement in fellowship. The need for trained and capable leaders

was strongly emphasised, and suggestion made concerning ways and means of providing such training.

Mr. R. N. Das, of the Bible Society in Calcutta, reported further on the printing of the Nepali Bible, and of the vision and opportunities in India for the Church to reach the people of the land with the message of salvation.

WC-7/73. *Election of Committees.* The following were elected to serve for the year 1973/74:

a) *Communications Committee.*

Mr. M. Thomas	Miss J. Willmette
Mrs. S. Thomas	Miss B. Brunemeire
Mr. B. Richards	Mr. A. Voreland
Mrs. B. Wilcox	Miss R. Saukkonen.

Ex-officio : Education Secretary.

b) *Language Committee.*

Mrs. P. Richards (Convenor)	
Mrs. A. Voreland	Miss N. Kehrberg
Mr. K. Khanal	Miss M. Krantz
Miss M. McCombe	Dr. M. Bomgaars.
Miss B. Grimsrud	

c) *Children's Hostel* (elected by parents of children attending school in the Kathmandu Valley) :

Dr. P. Strong	Dr. C. Hale
Mrs. A. Roche	Mr. S. Kostamo
Mr. A. Voreland	Mrs. L. Riseley
Miss K. Kormu	Dr. D. Harding.

Ex-officio : Mr. R. Newton,
Mrs. L. Newton.

The outgoing chairman and secretary are requested to attend the first meeting of the new committee.

- WC-8/73. *Furloughs.* The Executive Secretary spoke of the large number (about 60) of UMN workers either going on furlough or terminating service this year. The Personnel Secretary led in a prayer of thanksgiving for their service and for God's blessing on them as they return to their homelands.
- WC-9/73. *Appointment of Personnel Secretary.* Canon and Mrs. Burgoyne are due to retire from Nepal in April 1973. The Conference RESOLVED to recommend to the Board the appointment of Mr. Asbjorn Voreland to this post on his return from furlough in July 1973.
- WC-10/73. *Appointment of Treasurer.* Mr. and Mrs. Ian Stuart are due to leave on furlough in October 1973. No recommendation was made concerning a further appointment to this post at this time.
- WC-11/73. *Appointment of Gorkha Area Superintendent.* The anticipated appointment of Mr. Voreland to a post in Kathmandu will leave the position of Gorkha Area Superintendent vacant. The Conference RESOLVED to recommend to the Board the appointment of Miss Fran Swenson to this post.
- WC-12/73. *Appointment of Tansen Area Superintendent.* Dr. Pam Dodson is due to go on furlough in May 1973, It was RESOLVED to recommend that Dr. Bill Gould be appointed to this post, and that the Tansen team be advised to curtail Dr. Gould's involvement in clinical work in the hospital.
- WC-13/73. *Appointment of Kathmandu Area Superintendent.* This post has been vacant since the departure of Mr. H. Barclay in July 1972. No

recommendation for further appointment is made at this time.

WC-14/73. *Appointment of Health Services Secretary.* Dr. G. Mack is due for furlough in June 1973. It was RESOLVED to recommend that a joint appointment be made of the Executive Secretary, Dr. T. Strong and Dr. N. Iwamura, working in close consultation, for a one year term in the first instance.

WC-15/73. *Appointment of Technical Services Secretary.* This post continues to be vacant, and no recommendation for appointment is made at this time.

WC-16/73. *Health Services Workshop.* Dr. G. Mack reported as follows on the workshop, held on Thursday, Friday and Saturday afternoons, 4-6 p.m. :

The content of the Medical Workshop was essentially informative.

- i) Dr. Harding discussed the concepts and advantages of training medical and doctors' assistants, and the Tansen experience in this direction, with detailed training and job descriptions.
- ii) The CHAT team discussed specific aspects of a Community Health program : Recognition of and meeting community needs (Dr. Iwamura); organization and management of the program (Miss Robinson); and the Tansen Recording System. (Miss Maw).
- iii) Dr. Mona Bomgaars outlined the SBH MCH clinic operation, and shared her knowledge of indigenous midwifery services in the country, with SBH's role in the HMG MCH-FP up-grading program.

WC-17/73. *Education Workshop.* Miss M. McCombe reported verbally on the Education Workshop, held on Thursday and Friday afternoons only, 4-6 p.m. :

The first afternoon included presentations of UMN experiences in the New Education Plan at Pokhara Boys' Boarding School, the ANM School in Tansen, the School of Nursing in Kathmandu, and the Butwal Technical Institute. Discussion centered on agreements, curriculum, and the sharing of information which will be helpful to other institutions which may come under the New Education Plan.

The second session included discussion on the role of UMN workers in educational institutions. It was emphasised that the UMN workers should consider themselves "volunteer teachers" and should thoroughly acquaint themselves with the law, rules and aims of the New Education Plan. They should also take the initiative in demonstrating teaching skills and in the production of useful tools for education.

Due to illness, Mr. Ishwari Lal Shrestha, from the Ministry of Education, was unable to address the group.

WC-18/72. *Income Tax.* After discussion on the difficulty of obtaining factual information about the completion of income tax returns, it was RESOLVED to request the Business Committee, meeting to discuss the new salary scale, to make a recommendation on this subject, and possibly to appoint a committee to study the matter of income tax returns,

and/or ask the outside auditor to give advice to individuals of the UMN on the basis of a retainer fee; Mr. I. Stuart to be the convenor of the Committee.

WC-19/73. *Housing of UMN workers.* It was reported that no further study has been made on this subject (ref. AC-29/72), and the matter was referred to the Administrative Conference. The Executive Secretary is requested to circulate guidelines to the Project Leaders concerning the details to be studied.

WC-20/73. *Location of Workers Conference.* A full discussion took place on the suggestion that the Workers Conference, might possibly be held in Pokhara, or another location where there is adequate housing; the possibility of renting further accommodation in Kathmandu, etc. It was RESOLVED that the whole subject be studied by a committee, to be appointed by the Conference Chairman, and that a recommendation be made to the Administrative Conference at the time of their meeting in October, 1973. The Chairman made the following recommendation:

- a) That Mr. Lindell discuss all pros and cons fully with the UMN workers in the Pokhara area of the possibility of having Conference in Pokhara, and report their recommendation to the Executive Secretary;
- b) That Mr. F. Wilcox lead a Committee in the Kathmandu Area to discuss it and report its recommendation to the Administrative Conference for further action; the

others members to be : Miss M. Krantz, Mr. B. Richards, Mrs. T. Hoftun, and Mrs. G. Stuart.

A straw vote taken at the Conference showed 23 in favour of remaining in Kathmandu, 5 in favour of Pokhara, and 34 agreeable to either suggestion.

WC-21/73. *Education of Missionaries' children.* A full discussion took place on the subject of the financial implications of the education of missionaries' children. The Chairman reiterated the stated policy of the UMN that this matter is the responsibility of the member bodies sending workers to Nepal. The question was raised as to whether or not the UMN should give any assistance in children's education, and the opinion expressed that member bodies would willingly consider the possibility of giving further financial help to their own workers where this is felt necessary. Emphasis was put on the need for consideration to be given to education facilities for children of all foreign nationalities, and the possibility of making arrangements for schooling through the negotiation of foreign embassies with HMG.

It was RESOLVED to recommend to the Board :

- a) That a committee be set up to consider ways and means whereby the United Mission may be able to assist in the education of primary school age children whose parents are working outside the Kathmandu Valley;

b) That this Committee also be instructed to examine the whole question of the education of UMN missionary children of all ages, in all locations;

c) That the following names be submitted as suggested nominees in the selection of such a Committee :

Executive Secretary, Mr. A. Voreland,
Dr. D. Roche, Mrs. E. Mowll, Mr. J. Kivela,
Mr. R. Newton, Mr. R. Wittur, Mrs.
L. Riseley.

WC-22/73. *Vote of thanks.* Mr. Wilcox voiced the appreciation of the Conference to the many people who had shared in arrangements and taken part in the meetings during Conference week.

APPENDIX Q

OUR UNITED MISSION

AND

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.

In between these extremes of a 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 in 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 answers 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 medievalism 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, we should not view this as 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 the 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 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 may be 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 extremely 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 what we consider uncertainties, lack of answers to important matters, and mal-administrations.
- 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".

APPENDIX R

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 Centre, 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 :

- 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 ongoing 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.

APPENDIX S

CONSTITUTION FOR THE UNITED MISSION ECONOMIC DEVELOPMENT AGENCY

1.0 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 supercede 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 its member organisations, and provide funds, supplies and materials for economic development in Nepal without repatriation 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 involved 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 Board in its annual 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 the Divisional Directors shall act as Joint-Secretaries of the Board in order to fulfil 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 fulfil 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 act as 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 fulfil 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 reappointed. 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

11 matters which concerns 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 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 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. UMN personnel seconded to serve in executive positions in such companies or organisations shall ordinarily not be appointed by UMEDA as Directors in the same company or organisation.

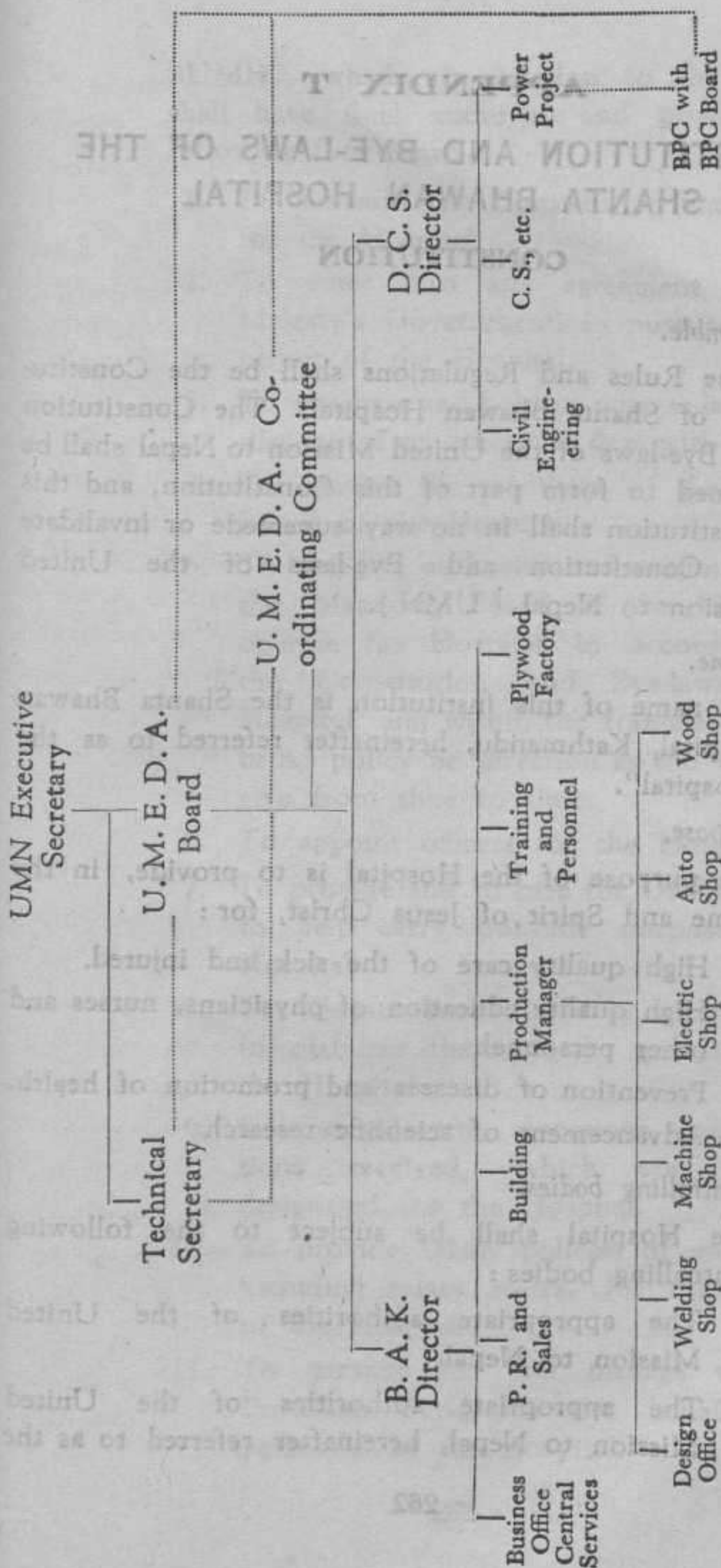
9.4 It shall be the duty of such representatives to report to the Board on major developments in the Companies or Organisations in which they serve, and they shall see to it that copies of minutes, etc. are regularly distributed to the members of the UMEDA Board. In cases where major changes in policies 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 Coordinating 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 voting members in favour.



U. M. E. D. A. = United Mission Economic Development Agency.

B. A. K. = Butwal Audyogik Kendra (Butwal Industrial Centre)—
formerly known as Butwal Technical Institute.

D. C. S. = Division of Consulting Services.

APPENDIX T
CONSTITUTION AND BYE-LAWS OF THE
SHANTA BHAWAN HOSPITAL
CONSTITUTION

I. *Preamble.*

These Rules and Regulations shall be the Constitution of Shanta Bhawan Hospital. The Constitution and Bye-laws of the United Mission to Nepal shall be deemed to form part of this Constitution, and this Constitution shall in no way supercede or invalidate the Constitution and Bye-laws of the United Mission to Nepal (UMN).

II. *Name.*

The name of this institution is the Shanta Bhawan Hospital, Kathmandu, hereinafter referred to as the "Hospital".

III. *Purpose.*

The purpose of the Hospital is to provide, in the Name and Spirit of Jesus Christ, for :

- A) High quality care of the sick and injured.
- B) High quality education of physicians, nurses and other personnel.
- C) Prevention of diseases and promotion of health.
- D) Advancement of scientific research.

IV. *Controlling bodies.*

The Hospital shall be subject to the following controlling bodies :

- A) The appropriate authorities of the United Mission to Nepal.

The appropriate authorities of the United Mission to Nepal, hereinafter referred to as the

"UMN", which, in relation to the Hospital, shall have final authority and power in the following functions :

1. To amend this Constitution and Bye-laws for the Hospital.
2. To enter into any agreement with His Majesty's Government, in pursuance of the object of the Hospital.
3. To purchase and hold or possess land, and to dispose of or otherwise deal with the same.
4. To appoint the members of the Managing Board of the Hospital.
5. To delegate authority and responsibility to the Managing Board of the Hospital to operate the Hospital in accordance with the Constitution and Bye-laws of the Hospital, and within the framework of such broad policy or direction as the UMN may give from time to time.
6. To appoint officers for the Hospital.
7. To provide and to care for UMN personnel to help carry out the purposes of the Hospital.
8. To allocate such funds as it is able and to disburse them to the general fund of the Hospital.
9. To forward gifts, donations and contributions received, which are specifically designated for the Hospital.
10. To provide UMN policies of employment, including salary scales, for the personnel of the Hospital.
11. To arrange for and manage the UMN Provident Fund for the benefit of the personnel of the Hospital.

12. To provide for auditing of the accounts of the Hospital, and to receive the annual report and audited financial statements of the Hospital.

13. To set broad policies and to do such things as it reserves to itself in furthering the purpose of the Hospital and in remaining ultimately responsible for the work of the Hospital.

B) The Managing Board of the Hospital.

The Hospital shall have a managing body called the "Managing Board". The Managing Board, hereinafter referred to as the "Hospital Board", shall be vested with full direction and management of the Hospital, except such as may be reserved to the UMN by this Constitution, or by statute are required to be done by the UMN.

V. *Duties and Powers of the Hospital Board.*

The duties of the Hospital Board shall be :

1. To be responsible for carrying out the purposes of the Hospital.
2. To receive from the hospital authorities proposed annual plans for work, personnel and budgets; to consider, amend and approve them, and to report them to the UMN authorities.
3. To control the general policy, development and expenditure of the Hospital, within the framework of such broad policy and direction as the UMN may give from time to time.
4. To purchase or construct buildings and equipment, or to lease land and buildings or equipment, and to dispose of or otherwise deal with the same.

5. To recommend to the UMN the appointment, suspension or removal of the Executive Director, and, in consultation with the Executive Director, the other officers of the Hospital.
6. To appoint Standing Committees and/or Ad hoc Committees with such membership and with such power and duties as the Hospital Board may determine. The Hospital Board shall settle all questions and matters referred to it by its committees, and determine such appeals as may come before it from any decision of its committees.
7. To send one of its members to be ex-officio on the UMN Board.
8. To control the financial business of the Hospital, and in this and in all other matters to amend, revise and control the actions of the officers and all proceedings of such committees as it appoints.
9. To recommend to the UMN to purchase or to dispose of land.
10. To institute, conduct, defend, compound, abandon or withdraw any legal proceedings involving the Hospital or its officers, or otherwise concerning the affairs of the Hospital, or any debts due and/or any claims or demands involving the Hospital.
11. To submit to arbitration any claims and demands involving the Hospital.
12. To make and give receipts, release and other discharges for money payable to the Hospital and for the claims and demands of the Hospital.
13. To constitute a Nominating Committee consisting of the Chairman of the Board (Convenor), the Executive Director, and the Hospital Staff Committee representative.

VI. Membership of the Hospital Board.

The membership of the Hospital Board shall consist of not less than eight, and not more than eleven, voting members who accept the Constitution of the Hospital, and four ex-officio non-voting members. These are as follows--

A) Voting members :

1. UMN Board representative—elected from their membership.
2. UMN Workers Conference representative—a UMN worker who is not assigned to the Hospital, elected by the UMN Workers Conference.
3. Hospital Staff Committee's representative—elected from among themselves.
4. Community Representatives—The Nominating Committee shall present a panel of names to the UMN Board for election to membership.
5. The Executive Secretary of the UMN—ex-officio member.
6. The Health Services Secretary of the UMN (if such an appointment be made)—ex-officio member.
7. Area Superintendent (if such an appointment be made)—ex-officio member.

B) Non-voting members :

1. Medical Superintendent—ex-officio member.
2. Superintendent of Nursing Services—ex-officio member.
3. Administrative Officer—ex-officio member.
4. Superintendent of Community Health Services—ex-officio member.

(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) Elected members shall hold office for two years. Half of these shall be elected annually. They shall be eligible for re-election. 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; and
2. Community representatives by the Hospital Board.

VII. *Meetings of the Hospital Board.*

A) The Hospital Board shall meet regularly for four times a year, and these meetings shall normally be held at the Hospital. The first meeting in the English calendar year shall be the Annual Meeting of the Hospital Board.

B) Special meetings of the Hospital Board shall be called by the Secretary at the request of five members of the Hospital Board.

C) Notices of a meeting of the Hospital Board shall be sent to all members of the Hospital Board not less than twenty days previous to the date for which the meeting is called. The notices for a special meeting will indicate the matters to be considered, and normally only those items will be discussed at that meeting.

D) The quorum shall be a majority of the voting members of the Hospital Board.

E) A member of the Hospital Board who is also on the staff of the Hospital shall withdraw when any question is raised concerning his appointment, suspension or removal, his salary status or personal conduct. He shall have the right to make a statement, should he desire to do so.

VIII. *The Chairman and Secretary of the Hospital Board.*

The Hospital Board shall elect a chairman and a secretary.

A) Chairman: The Chairman shall be elected annually from among the members of the Hospital Board, and shall be eligible for re-election. He shall preside at all meetings of the Hospital Board. In the absence of the Chairman, the Hospital Board shall elect a Chairman protem.

B) Secretary: The Secretary shall be elected bi-annually from among the members of the Hospital Board, and shall be eligible for re-election. He shall keep the minutes of the meetings of the Hospital Board, and be the custodian of the Hospital Board records. He shall send out notices of meetings.

IX. *Amendments to this Constitution and Bye-laws.*

The Hospital Board may recommend to the UMN Board amendments to this Constitution and Bye-laws on approval by a two-thirds majority of the members present at a meeting of the Hospital Board.

BYE-LAWS

I. *Officers.*

A) The Shanta Bhawan Hospital shall have the following officers appointed by the UMN:

1. Medical Superintendent.
2. Administrative Officer.
3. Assistant Medical Superintendent (an optional appointment).
4. Superintendent of Nursing Services.
5. Superintendent of Nursing Education.
6. Superintendent of Community Health Services.

One of the above shall be appointed Executive Director.

- B) These Officers shall be elected every three years and shall be eligible for re-appointment.

II. Hospital Staff.

- A) Officers as defined in I. A.

- B) UMN personnel appointed by the UMN to work in the Hospital.

- C) Direct appointees :

1. The Executive Director and/or other officers may appoint other workers called "direct appointees" within approved budgetary limits.

2. Confirmed appointment will be offered to direct appointees in senior positions such as officers, medical staff, supervisors, sisters, sister-tutors and department heads who accept the Constitution of the Hospital and agree to further the purposes of the Hospital as expressed in the Constitution, Article III above.

3. The confirmed appointment of those direct appointees with registrable medical or paramedical degrees or diplomas or those of equivalent status shall be confirmed by the Hospital Board.

4. All direct appointees shall have the right of appeal to higher authority in matters affecting them. Such appeal shall be first made in writing to the concerned officer, with a copy to the department head. If not resolved to the satisfaction of the parties concerned, appeal may then be made to the Hospital Board through the Executive Director, who will also get the recommendation of the Internal Coordinating Committee.

III. *Medical Staff.*

It is recognised that the Medical Staff is responsible for the quality of medical care in the Hospital and must accept and assume this responsibility, individually and collectively, subject to the ultimate authority of the Hospital Board and the UMN. The purposes of the Medical Staff are to insure that all patients admitted to the hospital or the out-patient department receive the best possible care, and to carry out the purposes of the Hospital. The UMN personnel and direct appointees with registrable medical or dental degrees shall organize themselves as the "Medical Staff". The Medical Staff shall govern themselves according to such Bye-laws, rules and regulations as are necessary to carry out the purposes of the Medical staff and the Hospital. These Bye-laws, rules and regulations shall be effective when approved by the Hospital Board. The Medical Staff shall determine the privileges of each member of the medical staff, based upon his training, experience and demonstrated competence.

IV. *Duties of Officers.*

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 assistant, 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.

V. *Committees.*

The following standing committees shall be formed with power to co-opt as necessary. These shall be reconstituted every January.

A) *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.
2. Administrative Officer—Secretary.
3. Assistant Medical Superintendent.
4. Superintendent of Nursing Services.
5. Superintendent of Nursing Education.
6. Superintendent of Community Health Services.
7. One member elected by the professional and administrative personnel who are direct appointees.
8. One member elected by the Hospital Staff Committee.

B) *Medical Staff Committee.*

The Medical Staff Committee shall be comprised of the UMN personnel and fulltime direct appointees with registrable medical or dental degrees or diplomas. The Chairman of the Committee shall be the Medical Superintendent. The function of this Committee is to further the aims and purposes stated in Bye-law III.

C) *Nursing Coordinating Committee.*

The Nursing Coordinating Committee shall assist the Superintendent of Nursing Services and the Superintendent of Nursing Education in coordinating and fulfilling the work of the nursing services and the Nursing School. The Chairman of the Committee shall be the Superintendent of Nursing Services. The Superintendent of Nursing Services and the Superintendent of Nursing Education shall from time to time appoint senior nursing staff to serve on this Committee.

D) *Adjunct Diagnostic and Therapeutic Services Committee.*

The Adjunct Diagnostic and Therapeutic Services Committee is to assist the Medical Superin-

tendent in the coordination of paramedical services. This Committee shall be comprised as follows :

1. Medical Superintendent—Chairman.
2. Pharmacist.
3. Senior Medical Social Worker.
4. Senior Laboratory Technician.
5. Senior Radiographer.
6. Physiotherapist.
7. Administrative Dietitian.
8. Superintendent of Nursing Services.
9. Executive Director.

E) *Business Affairs Committee.*

The Business Affairs Committee is to assist the Administrative Officer with those functions associated with the business affairs of the Hospital. This Committee shall be comprised as follows :

1. Administrative Officer—Chairman.
2. Assistant Administrative Officer—Secretary.
3. Business Manager.
4. Senior Medical Social Worker.
5. Outpatient Department Supervisor.

F) *Housing Committee.*

The Housing Committee is to assist the Administrative Officer in providing housing and other facilities for those staff and students entitled to housing at the Hospital. This committee shall be comprised as follows :

1. Administrative Officer—Chairman
2. Superintendent of Nursing Services.

3. Hostess.
4. Maintenance Supervisor.
5. Business Manager.
6. Housekeeper.
7. Two other representatives chosen by the Committee.

G) *Religious Life Committee.*

The Religious Life Committee shall plan and carry out a program of religious activities that will help fulfil the purposes of the Hospital. This Committee will be formed by the Christian community of the Hospital.

H) *Building Committee.*

The Building Committee shall be responsible for planning and undertaking those building projects with a capital expenditure in excess of Rupees 10,000/-. The membership of the committee shall be comprised as follows:

1. Administrative Officer—Chairman
2. Medical Superintendent—ex-officio
3. Area Superintendent.
4. UMN Building Department Supervisor or deputy.
5. Nursing Superintendent.
6. Maintenance Supervisor.
7. Hospital Board member—Co. Thapa.
8. Person appointed by Headquarters—ex-officio.

I) *External Advisory Committee.*

An External Advisory Committee may be appointed by the Executive Director with the advice and consent of the Hospital Board. It

shall be comprised of those in high public standing from the national and foreign communities who will be able to advise the Hospital upon aspects of the Hospital's program and work particularly where it affects public relations. Members shall be appointed for a one year term as individuals, and not as representatives of particular groups in the community, and they may be re-appointed. This committee shall be exclusively advisory in its function and have no part in the administration of the Hospital. The committee shall choose a Chairman and Minute Secretary from its own membership.

J) *Hospital Staff Committee.*

The Hospital Staff Committee is to receive information and make recommendations to the Hospital 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 the officers of the Hospital (who shall 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 the senior staff, such as officers, medical staff supervisors, sisters, sister-tutors, and department heads.

APPENDIX U

TANSEN HOSPITAL

Revised Capital Budget for 1973

PRIORITY I

Carried forward from 1972 :

Furniture and equipment for wards	4,000.
X-ray equipment	2,500.
Equipment for new extension	75,000.

New requests :

Wiring for electricity	10,000.
Renovation of bazar apartment	6,000.
Customs for vehicle	30,560.
Suction machines	6,502.
Weighing machines	2,100.
Ophthalmoscope-otoscopes	3,150.
Delivery table	1,300.
Light for O. R.	3,150.
Widening the road	7,000.
Roofing paint, sheets	7,300.
Additional for equipment for new extension	3,750.
Standard typewriter	3,150.
Cash register	32,000.
Office equipment and furniture	13,460.
Workshop motors	6,300.

PRIORITY II.

Carried forward from 1972 :

New deras	20,000.
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PRIORITY II (contd.)

New requests :

Additional for new deras	15,000.
Staff housing : 3 units at Rs. 50,000 each	150,000.

PRIORITY III.

Carried forward from 1972 :

Laundry equipment	9,205.
Supplementary water supply	25,000.
Incubators for laboratory (1975)	5,000.

New requests :

Additional for laundry equipment (see FC (1)-3/73, c)	30,795.
Electrifying supplementary water supply— additional	1,250.
Centrifuge for laboratory (1975)	788.
Autoclave for laboratory (1975)	1,890.
X-ray viewer for RFG	790.

APPENDIX V

SHANTA BHAWAN HOSPITAL

Revised Capital Budget for 1973

1. Hospital.

a) HIGH PRIORITY.

Laboratory :

Incubator (Indian)	2,000.
Water deionizer, or still	1,000.
Anaeorabic jar	750.

Outpatient Dept. :

Patients' trolley (2)	3,000.
Suction machine (2)	5,000.
Laryngascope (1)	1,500.
E. M. O. anaesthetic machine (1)	5,000.
Stretcher (metal steel) (2)	500.

Central Supply :

Autoclave	30,000.
Steam inhalers (2)	2,000.
Continuous suction unit (3)	12,000.
Intermittent suction unit (3)	3,000.
Foot suction unit (1)	1,000.
Diagnostic sets (6)	6,000.
Stainless steel goods	3,000.

Operating room :

Patient's trolley	2,500.
Glove box	300.
Side lights (portable L)	3,000.
Soaking basin	500.
Bayless machine (ventilator)	20,000.
Cylopropane cylinders (4)	2,000.
Mayo table, foot operated	1,500.
Basin stand	200.

Heater	1,000.
Suction machine	6,000.
Laryngoscope (adult and child)	2,000.
Miscellaneous instruments	5,000.
Cystoscope exam. catheterising	10,000.
Oxygen flow meters (2)	1,000.
Maintenance and Building :	
Transformer with 3 phase switch	30,000.
Shed for curing lumber	1,000.
Water pump	8,000.
Adding machine	1,000.
Treatment room and minor O.R. for OPD	20,000.
Addition for new autoclave	2,000.
Additional room to laundry	2,000.
Maternity ward :	
Delivery tables (2)	6,000.
Baby weighing scale in K. F.	500.
Oxygen flow meter	500.
Suction unit	3,000.
E. M. O. anaesthetic unit	4,000.
Lapraoscope	7,000.
Stall Basinettes (20)	3,000.
Pediatric ward :	
Oxygen arrangement in nursery	1,700.
Cold steam nebulizer	800.
Medical / surgical wards :	
Oxygen cylinders (medium sized), and flow meters (15)	10,000.
Achilles tender reflex record	1,000.
Dietary Department :	
Crockery replacement	500.
Cutlery replacement	500.
Baking range replacement	4,000.

Permanent cooking vessels	2,000.
Handlift conveyers	4,000.
Dollies for above	2,000.
Administration :	
Duplicating machine	3,000.
b) LOW PRIORITY.	
Laboratory :	
Fluorescent microscope	20,000.
Outpatient Dept. :	
Baby weighing scale in Kg.	500.
Maternity Dept. :	
Ammioscope	2,000.
Incubator	1,000.
Other wards :	
Steel beds (25)	7,000.
Cardiac monitor	??
Dietary Dept. :	
Mobile heating serving counters (2)	45,000.
2. School of Nursing.	
a) HIGH PRIORITY.	
New beds (10)	800.
New Desks and chairs (10)	1,300.
New chests (4)	800.
Electric heaters (4)	400.
New comfortable chairs for the students' lounge	1,000.
b) LOW PRIORITY.	
Electric stove	8,000.
3. Community Health Program.	
HIGH PRIORITY.	
Sub-district MCH and F. P. equipment	30,000.
Subsidy or curative clinic	25,000.

APPENDIX W

BHAKTAPUR HOSPITAL

Revised Redevelopment and Improvement Plan & Capital Budget for 1973

Since the decision to build a new outpatient department has been reversed, and since this included some very necessary improvements, the following alterations are suggested to meet the more pressing needs in a smaller way.

Summary.

1. To build a new pharmacy.
 2. To build a new linen room.
 3. To convert the ward office into two new staff toilets and cloakroom.
 4. To convert the male patients' toilet into two toilets.
 5. To convert the sterilising room into a treatment room.
 6. To build a new sterilising room.
 7. To convert the side ward into a ward office and milk kitchen.
 8. To convert the pharmacy into a small ward.
 9. To build an outpatient cash booth.
 10. To improve the X-ray department.
 11. To improve the outpatient treatment room.
 12. To improve the laboratory.
 13. To add a window in the male ward.
 14. To provide further equipment.
1. *Pharmacy.* This is required for the following reasons :
(a) The present pharmacy is unsuitably situated on the warm south side; (b) It is too small. At present stores overflow into two other rooms; (c) Item

- No. 7 removes one ward which should be replaced. The new pharmacy should be built at the west end of the north side of the hospital, approached from a passage by what is now the staff toilet.
2. *Linen Room.* A new linen room is required simply because the suggested plan eliminates the present room.
 3. *Staff toilets and cloakroom.* These will replace the present ward office, which is to become a passage.
 4. *Patients' toilets.* The male patients' toilet is unnecessarily large, and may be divided into two 'Raxaul' type toilets to compensate for the loss of the present women's toilet (into the pharmacy).
 5. *Conversion of sterilising room into treatment room.* At present the operating theatre has to be used for all minor treatments, dirty dressings, etc. It is clearly undesirable that a 'sterile' theatre should be used so frequently, and for such infected work, and the need for a minor treatment room has been felt for some time. This need may be met very simply by using the present sterilising room. This room may also be used as an anaesthetic room to the theatre.
 6. *New Sterilising Room.* The present room is too small and quite inadequate to provide even a simple central supply type of service, which is needed. It should be accessible from the treatment room (which would also act as a cleaning-up room from the theatre), and from the theatre.
 7. *New ward office and milk kitchen.* These may be provided from the first small ward (south side). This room is more suitably and centrally situated than the present ward office, and is necessitated by the changes outlined under 3 above. It will also allow direct observation of two wards—the children's and the second side ward—which may therefore be used as a simple intensive care ward.

At present the infants' milk feeds are prepared in the sterilising room, right where highly infected material and equipment from theatre is dealt with. This is dangerously unhygienic, and the need for a suitable preparation room has been felt for some time.

While the hospital is not normally responsible for feeding patients, there should be facilities for simple food preparation for (a) emergency situations and patients in special need, and (b) occasional preparation of special foods and diets, especially for Kwashiorkor patients. This kitchen may be provided by a glassed in section of the ward office.

8. *Conversion of Pharmacy into small ward.* This is in order to maintain the present bed number, having occupied the first side ward, and is made possible by the removal of the pharmacy.
9. *Cashier's booth.* To obviate pressure at the office window at peak periods, a small cashier's booth should be built in the corner of the outpatients' waiting hall. This may largely occupy an unused doorway.
10. *X-ray department.* In the light of working experience, two simple improvements would considerably facilitate the work.
11. *Outpatient treatment room.* Similarly, this room can be improved.
12. *Laboratory.* Here again, minor improvement would be very helpful.
13. *Male ward window.* A window in the west wall is needed to lighten a dark corner.

14. Equipment.

a) Theatre and treatment room :

E. M. O. Apparatus	Tipping cot on wheels
O. M. V.	4 Pedal bins
Oxygen flow meter	Treatment couch
Patient's trolley	
2 Dressing trolleys.	

b) X-ray department :

Drying cabinet
Dark room extractor fan and duct
Developing tank heater
Tank (for water jacket).

c) Outpatient department :

Wheel chair
Cupboard
Treatment couch.

d) Laboratory :

'Towel rail' arm rest
Water bath
Digit counter
Balance weights
2 Counting chambers.

e) Office :

Strong box
Internal telephone system.

f) Miscellaneous : Linen

2 Electric heaters
2 Sun water heater units
Treadle sewing machine
Bronchitis kettle.

Costs.		Rs.
Items	1—4 : Pharmacy, linen room and toilet conversion	30,470.
„	5—6 : Treatment and sterilising room	11,970.
„	7 : Ward office and milk kitchen	4,095.
„	8 : Small ward	145.
„	9 : Outpatient cash booth	525.
„	10 : X-ray department	210.
„	11 : Outpatient treatment room	525.
„	12 : Laboratory	840.
„	13 : Window in male ward	315.
„	14 : Equipment :	
	a) Theatre :	
	E. M. O. apparatus	8,695.
	Patient's trolley	2,415.
	Other items as above	2,585.
	b) X-ray department :	
	As above	2,120.
	c) Outpatient dept. :	
	Wheelchair	1,210.
	Other items as above	470.
	d) Laboratory :	
	As above	1,690.
	e) Office :	
	Telephone	7,245.
	Strong box	420.
	f) Miscellaneous :	
	Linen	2,100.
	Electric heaters	2,100.
	Sun water heaters	2,100.
	Sewing machine	525.
	Bronchitis kettle	840.
		<hr/>
		Rs. 83,610.

Revised Capital Budget for 1973.

Items carried forward from 1972:

Relative's dera area	34,200.
Land Rover	44,000.
Conversion of multipurpose block into staff accommodation	45,240.
Community Health equipment	1,500.

New items requested.

Additional for Land Rover	20,000.
Redevelopment and Improvement Plan	83,610.
2 Heaf Guns, marrow and pleura biopsy needles	1,125.
Adult scales	3,300.
Water supply from above	1,000.
Dhobi court	11,400.
Painting	5,000.
	<hr/>
	250,375.
	<hr/>

APPENDIX X

UMN SALARY SCALE

13 Grade Scale sanctioned by Executive Committee,
March, 1973,

Grade 13. Rs. 145—4 × 5—EB—4 × 5—Rs. 185.

Cleaner

Washerman

Gardener

Helper

Orderly

Watchman

Gateman

Grade 12. Rs. 165—5 × 5—EB—5 × 5—Rs. 215.

Assistant or Junior Cook

Assistant or Junior Bearer

Tailor

Peon

Nurse Aide

Doctor's Helper

Tradesman C (Electrician, Mason, etc.)

Grade 11. Rs. 200—6 × 5—EB—6 × 5—Rs. 260.

Copy typist

Cook

Driver

Bearer

Senior Nurse Aide (1 year training)

Junior Receptionist

Interpreter

Tradesman B

Junior Community Health Worker

Junior Office Assistant

Grade 10. Rs. 225—7 × 5—EB—7 × 5—Rs. 295.

Head Cook

Records Clerk

Laboratory / X-ray / Pharmacy Assistant

Auxiliary Nurse / Dresser (Tansen or Raxaul trained)

Senior Community Health Worker

Tradesman A.

Grade 9. Rs. 260—8 × 5—EB—8 × 5—Rs. 340.

ANM, AHW

Housekeeper Supervisor

Stenographer-Typist

Business Office Assistant

Prosthesis Technician

Foreman Tradesman

Assistant Food Supervisor

Records Technician

Receptionist

Junlor maintenance man*

Head Watchman / Carpenter / Plumber*

Grade 8. Rs. 300—9 × 5—EB—9 × 5—Rs. 390.

Laboratory Technician, fully trained

Matron / housemother

Assessment Officer

Social Worker, in-service trained

Pharmacist, diploma

Nursing Technician*

Grade 7. Rs. 330—10 × 5—EB—10 × 5—Rs. 430.

Storekeeper
Cashier
Bookkeeper
Secretary
Senior Records Technician
Staff Nurse
Senior Maintenance man

Grade 6. Rs. 420—12 × 5—EB—12 × 5—Rs. 540.

Senior Laboratory Technician
Radiographer
Social Worker, fully trained
Physiotherapist, fully trained
Records Supervisor, formal training
Sister
Senior Compounder*

Grade 5. Rs. 560—15 × 5—EB—15 × 5—Rs. 710.

Departmental Supervisor (Nursing)
Sister Tutor, B.Sc.
Therapeutic Dietitian
Administrative Dietitian
Medical Technologist with degree
Pharmacist, Bachelor
Radiographer, University degree
Public Relations Officer
Personnel Officer
Hostess
Purchasing Officer
Business Manager
Maintenance Supervisor (Hospital of over 75 beds)
Medical Records Librarian, B.Sc.

Grade 4. Rs. 690—20 × 5—EB—20 × 5—Rs. 890.

Assistant Administrative Officer

Doctor, MBBS, with less than 3 years' experience.

Dentist

Assistant Superintendent of Nursing.

Grade 3. Rs. 810—25 × 5—EB—25 × 5—Rs. 1,060.

Doctor, MBBS, with more than 3 years' experience.

Dentist with speciality

Superintendent of Nursing, B.Sc.

Superintendent of Nursing Education, B.Sc.

Grade 2. Rs. 980—30 × 5—EB—30 × 5—Rs. 1,280.

Doctor, MRCP, or equivalent

Medical Director of small hospital (up to 75 beds)

Medical Superintendent of large hospital (over 75 beds)

Executive Director of small hospital (up to 75 beds)

Administrative Officer of large hospital (over 75 beds).

Grade 1. Rs. 1,200—35 × 5—EB—35 × 5—Rs. 1,550.

Executive Director of large hospital (medical or lay).

* For present holders of position only.

Building Department :

Trainee	Rs. 170.— 5.00 × 5—EB— 5.00 × 5—Rs. 220.
Junior Draughtsman	Rs. 250.— 7.50 × 5—EB— 7.50 × 5—Rs. 325.
General Draughtsman	Rs. 330.— 10.00 × 5—EB— 10.00 × 5—Rs. 430.
Draughtsman/Site supervisor	} Rs. 380.— 11.50 × 5—EB— 11.50 × 5—Rs. 495.
Draughtsman/Surveyor	
Design Draughtsman	} Rs. 460.— 14.00 × 5—EB— 14.00 × 5—Rs. 600.
Site Supervisor	
Senior Design Draughtsman	} Rs. 550.— 16.50 × 5—EB— 16.50 × 5—Rs. 715.
Assistant Site Engineer	
Site Engineer	Rs. 700.— 20.00 × 5—EB— 20.00 × 5—Rs. 900.
Engineer in charge of department	Rs. 850.— 25.50 × 5—EB— 25.50 × 5—Rs. 1105.

PRINTED AT
THE MANI PRINTING HOUSE, DARJEELING.

10-73.