



## Report of Duhabi Children Home Sunsari / Nepal covering the month of june 2025



### Local donations

S. No	Voucher No.	Donor	Donated Item	Approximate Amount	
1		Manish Bansal	Mango and Cookies.	Rs 1500/-	€10
2		Lions Club of Biratnagar	Rice-150kg, Pulses-5 kg, Vegetable oil- 10 ltr.	Rs 8500/-	€60
3		Total		Rs 10,000/-	€70

### Board meeting

No formal meeting was held this month; however, the Chairman and Treasurer of Duhabi Home visited the facility and reviewed the applications received in response to the vacancy announcement for the positions of security guard and home mother.

After careful evaluation, two candidates were shortlisted as they met all the necessary criteria. They were invited for an interview, which was conducted in the presence of the Chairman, Vice Chairman, Treasurer, Manager, and Counsellor. Following the interview, both candidates were placed on a 15-day trial period.



*Donatie Lions Club Biratnagar*

### Reports of children

The office manager regularly inspects the children's rooms, cupboards, and school uniforms, as they often fail to keep their belongings organized. During the weekly staff meeting, he instructed the home mother and kitchen mother to ensure proper care and regular washing of the children's uniforms. The issue was also discussed with the counsellor, and in response, the office manager created a checklist of the children's personal items. Following this, the children have begun actively participating in cleaning their belongings, washing their clothes, and maintaining personal hygiene.

In the previous month May, several children were observed to be in need of personal care, with some requiring extra attention due to poor hygiene and lack of discipline. Following staff feedback, the office

manager, Mr. Aashu Kumar, consulted with the counsellor and began closely monitoring the children's behavior, studies, and hygiene. As a result, most of the children have shown noticeable improvement now following daily routines, maintaining cleanliness, and attending both tuition and school regularly.

With proper care and guidance, the children are gradually adapting to a structured routine. Mr. Aashu Kumar continues to dedicate extra time after office hours, checking homework and classwork, assisting with school-assigned practical tasks, and ensuring the children strictly follow their daily schedule from morning until night.

After several attempts, the manager successfully obtained the paternal addresses of Khusi and Pratima. Through proper coordination with their parents and the Vice Mayor of the concerned municipality, he also managed to acquire their birth certificates. Currently, he has the soft copies and expects to receive the hard copies soon.

Their grandparents reside in Terhathum, which is quite far from Duhabi. We hope they will be able to send us the required documents. If not, we will make efforts to visit them in person to complete the children's files and prepare all the necessary legal documents.

Every child's birthday is celebrated at the home, occasionally with board members invited to make the day more special.



### **Calamities**

The younger children Abhay, Abhaya, and Soniya often play in a way that surprises the staff members. The Office Manager has advised the home mother and kitchen mother to closely monitor them and ensure they are always kept within sight while at home.

### **Medical issues**

Almost all the children remained safe and healthy during the month. None of them suffered from any serious illness, and they were properly cared by the staff members.

### **Education**

Regular tuition classes are running smoothly, with all the children attending sessions in both the morning and evening. At the school of Dewika, Khusi, and Shristy, there are extracurricular class

### **Staff Members**

After the couple left Duhabi Home, there was no security guard available. The DCH board decided to hire a local man living nearby. However, it was later found after discussions with the chairman of Shide and the president of stichting that he was over the age limit set for working with the organization. He worked for about one and a half months but was asked to leave due to the age restriction. He was given one month's salary upon his departure.

As the home mother was in her trial phase, she was observed closely by the Counsellor, Manager, and Chairman of Shide. She demonstrated good performance and was active and capable in handling her responsibilities. Although she is relatively young for the position, she has met the requirements to work at the home. She remains in the trial phase, and after a proper evaluation, she will be considered for permanent employment.



### **Child Club activity**

On Saturdays, the children are encouraged to make productive use of their free time by engaging in gardening activities such as planting and watering plants. This not only keeps them active but also helps them learn responsibility and care for the environment.

As summer has already started, we are facing difficulties in storing vegetables, milk, and other food items because the refrigerator is damaged beyond repair. We urgently need a new refrigerator to store food items properly.



**Counsellor at home and activity**

Counsellor Raj conducted a training session for the participating members of the Child Club at Duhabi Home on how to write effective meeting minutes. The session aimed to strengthen their minute-writing skills by highlighting the importance of including key components such as the meeting date, time, venue, names of participants, discussion topics, decisions made, and action plans. The participants demonstrated enthusiastic interest and actively engaged throughout the session. As a result, their understanding and ability to write structured and accurate meeting minutes have significantly improved.

Reported by:  
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