

## Society for Helpless Children Dharan

Annual Plan for the year 2019

Projects run under Society for Helpless Children Dharan, Nepal

### Duhabi Child Care Home Sunsari

What	How	Who	When	Remarks		Budget Proposed
Issues/PLAN	Probable Solution	Person Responsible	Date to accomplish		Role of SHC	
Child development plan	Sitting with individual child and home mother	Chairman, Jayanti & children	mei-19	Puran is suppose to supervise	Provide additional budget	2.000,00
Signing of code of Conduct	Organise an orientation class on COD to all employees ad stakeholders	SHC	30-apr	In presence of Mr. Henk	Organize event	1.000,00
Formation of Child club	Organize orientation on need of child club and form a committee among the children	Jayanti and Puran	jun-19	Give a name of child club and inform to ward office		1.000,00
Educational tour/ Picnic	Organize meeting with SHC and Duhabi Board	Jayanti and Chairman	okt-19	Puran will facilitate	Provide additional budget	Prepare plan first
Collection of local donation in cash or kind, at least 20% of total exps cost	Organize meeting with SHC and Duhabi Board	Chairman, Puran and Jayanti	mei-19	Puran and Jayanti	Monitoring and adjust the budget	

Annual general assembly	Hold board meeting and meeting with SHC	Chairman, Puran and Jayanti	jun-19		Support from SHC	5.000,00
Extra Tuition classes for Weak Children	Analyze result of children for academic year 2075 and prepare plan accordingly	Duhabi Manager	19-mei		Provide additional budget	
Preparation of regular maintenance plan	Organize meeting with board people and contractors	Manager & Chairperson	19-jul	Estimated budget will be sent to SHC	Provide additional Budget approved from Stichting	
Possibility of construction of Rooms on top floor and maintenance of old building behind home	Organize meeting with SHC, Duhabi board and ward committee. Prepare a plan	Chairperson & Manager	19-aug	Consult with consultancy and prepare drawing and other estimates	Provide additional budget	
Repair of mosquito net stand in Children bedroom	Visit to local workshop and get information on mosquito net stand and prepare estimate budget	Manager	19-apr	Puran will facilitate	Provide additional Budget	