Minutes of NEA-JC General Assembly (GA)

20-22 Apr, 2012

The Annual General Assembly of NEA-JC (hereafter GA) was held successfully during 20-22 Apr, 2012. The procedures followed, agenda discussed and decisions made are reported hereunder.

A. Procedure:

- Methodology: Email
- Preliminary Agenda through Secretariat on 18th April.
- Opportunity to propose additional Agenda from GA members until 6PM of 19th April.
- Final Agenda through secretariat before 10PM of 19th April.
- Opening remark from the President on early morning of 20th April.
- Summary of tenure activities (including synthesis of sub-committee reports) from Secretary followed by financial report from Treasurer before noon of 20th April.
- Approval of the two reports with comments on report, performance of Executive Committee (Ex-com) and advices for the next committee from GA members until 12PM of 22nd April. (Later, it was extended until 5PM to ensure participation of more GA members)
- Response to the queries raised in GA from Ex-com until 5PM of 22nd April.
- Formation and approval of Election Committee before 7PM of 22nd April.
- Vote of Thanks and Closing Remarks by the President before 10PM of 22nd April.

B. Agenda

1. Discussion and approval of Tenure Activity Report and Financial Report
2. Formation of Election Committee

(no additional agenda were proposed by GA members)
Sixth Executive Committee
(2011-05 to 2012-04)

Vishnu Prasad Pandey
NEA ID: 6490
(President)
University of Yamanashi

Maheswor Shrestha
NEA ID: 6462
(Vice President)
The University of Tokyo

Madhu Sudan Kayastha
NEA ID: 7482
(Secretary)
Chubu University

Priza Kayestha
NEA ID: 10833
(Treasurer)
Tokyo Institute of Technology

Deepak Raj Bhat
NEA ID: 9239
(Member)
Ehime University

Kshitij Charan Shrestha
NEA ID: 7655
(Member)
Kyoto University

Shaphal Subedi
NEA ID: 6815
(Member)
Saitama University

C. Attendees (in alphabetical order): 31 person (43.7%); members in EXCOM and sub-committees were understood to be present

1. Dr. Badri Bhakta Shrestha
2. Dr. Bhoj Raj Pantha
3. Er. Deepak Raj Bhat (Excom)
4. Er. Dhruba Panthi
5. Er. Hari Bahadur Paharai
6. Dr. Hari Ram Parajuli (Sub-committee)
7. Dr. Kabir Shakya
8. Er. Keshab Sharma
9. Er. Krishna Bhetwal
10. Dr. Kshitij Charan Shrestha (Excom)
11. Dr. Madhu Sudan Kayastha (Excom)
12. Dr. Maheswor Shrestha (Excom)
13. Dr. Netra Prakash Bhandary
14. Er. Prem Prakash Khatri
15. Er. Priza Kayestha (Excom)
16. Dr. Rabindra Raj Giri
17. Er. Rajan Bhattarai
18. Er. Rajesh Sapkota
19. Er. Ram Prasad Dhungana
20. Er. Ramesh Pokharel
21. Er. Rishi Ram Parajuli
22. Dr. Rojee Pradhananga
23. Er. Shanker Dhakal
24. Er. Shaphal Subedi (Excom)
25. Dr. Shobhakar Dhakal (Sub-committee)
26. Er. Shobhan Singh Khadka
27. Dr. Tara Nidhi Lohani
28. Er. Tilak Pokharel (Sub-committee)
29. Dr. Ugendra Regmi
30. Dr. Ved Prasad Kafle
31. Dr. Vishnu Prasad Pandey (Excom)
Sixth Executive Committee
(2011-05 to 2012-04)

Vishnu Prasad Pandey
NEA ID: 6490
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D. Discussions and Decisions:

1. Discussion and approval of Tenure Activity Report and Financial Report:
   With active participation of 43.7% GA members and silence support of others, the “Annual Activities Report” and “Financial Report” were approved unanimously. Both the reports are appended with this minute. The GA members highly praised efforts and achievements of the 6th EXCOM for its excellent performance in terms of continuation of regular activities, new initiatives, reporting quality, and transparency, among others.

2. Formation of Election Committee: The GA decided to handover responsibility of electing 7th EXCOM to a committee chaired by Dr. Ved Prasad Kafle (ex-President of NEA-JC and developer of an e-voting software, which is already been used in NEA election). Dr. Kafle would appoint two more members in the committee and initiate the election process as early as possible. With this decision, the 6th EXCOM led by Dr. Vishnu Prasad Pandey is understood to be dismissed automatically. The election committee shall assume every power until the 7th EXCOM assumes office.

23 April, 2012

Prepared by,
Secretariat
6th Executive Committee
Nepal Engineers’ Association – Japan Center
www.neajc.org
Sixth Executive Committee
(2011-05 to 2012-04)

Vishnu Prasad Pandey
NEA ID: 6490
(President)
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Saitama University

Appendix-A:


1. INTRODUCTION
The 6th EXCOM led by Dr. Vishnu Prasad Pandey (http://www.neajc.org/?page_id=19) assumed office on May 01, 2011. For smooth running the NEA-JC activities, various sub-committees comprising of 3-6 members and coordinated by EXCOM member were formed (http://www.neajc.org/?page_id=21) through the first meeting of the EXCOM. The meeting also came up with ‘Calendar of Events’, which eventually helped as an indicator for self-evaluation of the tenure. EXCOM meetings were held on regular basis via email. NEA-JC colleagues were informed of the EXCOM activities regularly through EXCOM meeting minutes and the President’s monthly/bi-monthly updates. This report provides a very brief chronological summary of key activities, new initiatives from the EXCOM, and self-evaluation of the tenure. Finally, acknowledgement section is added, which extends since thanks to those who supported the EXCOM throughout the tenure.

2. CHRONOLOGICAL SUMMARY OF TENURE ACTIVITIES

<table>
<thead>
<tr>
<th>S.No</th>
<th>Date</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>01-07 May, 2011</td>
<td>Assumed office; disseminated news of “New Executive Committee (EXCOM) Formation” through several media and updated NEA-JC website; total members were 65; bank deposit was ¥65,173.0</td>
</tr>
<tr>
<td>2.</td>
<td>08-14 May, 2011</td>
<td>1st EXCOM Meeting that finalized “Calendar of Events” for the entire tenure and formed sub-committees (<a href="http://www.neajc.org/?page_id=21">http://www.neajc.org/?page_id=21</a>)</td>
</tr>
<tr>
<td>3.</td>
<td>17 May, 2011</td>
<td>Japan-based Nepali organizations (e.g., NRNA, NESAJ, HONSU) and Nepalese Embassy were formally informed of formation of the 6th EXCOM</td>
</tr>
<tr>
<td>4.</td>
<td>28-30 May, 2011</td>
<td>Membership Management Committee (MMC) requested all NEA-JC members to provide updated information (if any)</td>
</tr>
<tr>
<td>5.</td>
<td>01 Jun, 2011</td>
<td>1st Issue of Monthly/Bi-monthly Update from NEA-JC President to GA</td>
</tr>
<tr>
<td>6.</td>
<td>02 Jun, 2011</td>
<td>Eligible members were requested to upgrade membership status to “Life Member”</td>
</tr>
<tr>
<td>7.</td>
<td>04 Jun, 2011</td>
<td>Website updated</td>
</tr>
<tr>
<td>8.</td>
<td>Jun, 2011</td>
<td>Dr. Madhu Sudan Kayastha participate NRN Tokai Hokuriku regional assembly</td>
</tr>
<tr>
<td>9.</td>
<td>02 Jul, 2011</td>
<td>2nd Issue of Monthly/Bi-monthly Update from NEA-JC President to GA</td>
</tr>
<tr>
<td>10.</td>
<td>17 Jul, 2011</td>
<td>49th NEA-day celebration in Tokyo and Kyoto; In Tokyo: 7 presentations (including a keynote speech from Prof. Futaba Kazama) and 34 participants; In Kyoto: 4 presentations and 12 participants; details are available at:</td>
</tr>
<tr>
<td>No.</td>
<td>Date</td>
<td>Event Description</td>
</tr>
<tr>
<td>-----</td>
<td>------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>11.</td>
<td>20 Jul, 2011</td>
<td>General members were requested to renew their membership (through group and personal emails) to ensure voting right in upcoming NEA election</td>
</tr>
<tr>
<td>12.</td>
<td>02 Aug, 2011</td>
<td>3rd Issue of Monthly/Bi-monthly Update from NEA-JC President to GA</td>
</tr>
<tr>
<td>13.</td>
<td>04 Aug, 2011</td>
<td>Requested NEA Head Office to renew general membership of 16 members, who submitted application to NEA-JC</td>
</tr>
<tr>
<td>14.</td>
<td>09-17 Aug, 2011</td>
<td>2nd EXCOM Meeting</td>
</tr>
<tr>
<td>15.</td>
<td>07 Sep, 2011</td>
<td>Participated in “2011 Annual JSCE Meeting – International Program” held at Ehime University; Er. Shanker Dhakal represented NEA-JC in the event</td>
</tr>
<tr>
<td>16.</td>
<td>10 Sep, 2011</td>
<td>NEA-JC members’ list was updated on website by adding 3 more members; total members reached to 72</td>
</tr>
<tr>
<td>17.</td>
<td>16 Sep, 2011</td>
<td>Conducted 29th Executive Council election of NEA and Nepal Engineering Council (NEA) at Japan Poling Center using E-voting system; Dr. Ved Prasad Kafle served as polling officer and Dr. Madhu Sudan Kayastha supported as a member; 39 votes were casted</td>
</tr>
<tr>
<td>18.</td>
<td>25 Sep, 2011</td>
<td>Five applications (4 for life membership and 1 for new membership) were submitted to NEA Head Office</td>
</tr>
<tr>
<td>19.</td>
<td>02 Oct, 2011</td>
<td>4th Issue of Monthly/Bi-monthly Update from NEA-JC President to GA</td>
</tr>
<tr>
<td>20.</td>
<td>07 Nov, 2011</td>
<td>5th Issue of Monthly/Bi-monthly Update from NEA-JC President to GA</td>
</tr>
<tr>
<td>22.</td>
<td>20 Nov, 2011</td>
<td>5th NEA-JC Annual Workshop on “Current and Future Technologies”; 7 presentations (including 2 keynote speeches) and 23 participants; details are available at: <a href="http://neajc.org/links/The%20Fifth%20NEAJC%20Annual%20Workshop%20on%20Current%20and%20Future%20Technologies%20summary%20of%20proceedings.pdf">http://neajc.org/links/The%20Fifth%20NEAJC%20Annual%20Workshop%20on%20Current%20and%20Future%20Technologies%20summary%20of%20proceedings.pdf</a></td>
</tr>
</tbody>
</table>
Sixth
Executive Committee
(2011-05 to 2012-04)

Vishnu Prasad Pandey
NEA ID: 6490
(President)
University of Yamanashi

Maheswor Shrestha
NEA ID: 6462
(Vice President)
The University of Tokyo

Madhu Sudan Kayastha
NEA ID: 7482
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Priza Kayestha
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Tokyo Institute of Technology

Deepak Raj Bhat
NEA ID: 9239
(Member)
Ehime University

Kshitij Charan Shrestha
NEA ID: 7655
(Member)
Kyoto University

Shaphal Subedi
NEA ID: 6815
(Member)
Saitama University

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-23 Dec, 2011</td>
<td>3rd EXCOM Meeting</td>
</tr>
<tr>
<td>25 Dec, 2011</td>
<td>Co-organized a program in collaboration with other Nepalese organizations in Japan to welcome ambassador of Nepal to Japan Dr Madan K Bhattarai</td>
</tr>
<tr>
<td>03 Jan, 2012</td>
<td>6th Issue of Monthly/Bi-monthly Update from NEA-JC President to GA</td>
</tr>
<tr>
<td>15 Jan, 2012</td>
<td>Collected NEA Membership cards from Head Office through kind courtesy of a colleague at University of Yamanashi and distributed to concerned persons</td>
</tr>
<tr>
<td>19 Feb, 2012</td>
<td>The President represented NEA-JC in the 7th NESAJ Knowledge Transfer Symposium</td>
</tr>
<tr>
<td>09 Mar, 2012</td>
<td>7th Issue of Monthly/Bi-monthly Update from NEA-JC President to GA</td>
</tr>
<tr>
<td>03-09 Apr, 2012</td>
<td>4th EXCOM Meeting that decided to hold General Assembly (GA) during 20-22 Apr, 2012 and also passed procedure of conducting the GA</td>
</tr>
<tr>
<td>17 Apr, 2012</td>
<td>Published Research Digest 2012 (<a href="http://neajc.org/links/Research%20Digest%20Year%205.pdf">http://neajc.org/links/Research%20Digest%20Year%205.pdf</a>) and NEA-JC Newsletter (Year 5, Issue 2) (<a href="http://neajc.org/links/NEANewsletter%20Year%205%20Issue_1.pdf">http://neajc.org/links/NEANewsletter%20Year%205%20Issue_1.pdf</a>); the Newsletter also highlights membership management activities during the tenure (i.e., 13 members addition (including 1 new membership processing), 17 renewal, 4 upgrading to “Life Membership”, 7 members left, total number of members in the list = 71) and financial statement of NEA-JC (bank balance = ¥ 89,863.0)</td>
</tr>
<tr>
<td>20-22 Apr, 2012</td>
<td>General Assembly (GA)</td>
</tr>
</tbody>
</table>

3. NEW INITIATIVES
In addition to continuation of regular activities of prior EXCOMs, the 6th EXCOM took following new initiatives:

- To guide EXCOM for carrying out NEA-JC activities effectively, it was initiated to prepare “Calendar of Events” for the entire tenure through the first EXCOM meeting.
Sixth Executive Committee  
(2011-05 to 2012-04)  

Vishnu Prasad Pandey  
NEA ID: 6490  
(President)  
University of Yamanashi  

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Kyoto University  

Shaphal Subedi  
NEA ID: 6815  
(Member)  
Saitama University  

• To share the EXCOM activities on regular basis with NEA-JC members, “President’s Monthly/Bi-monthly Updates” was initiated. In total, 7 issues of the updates were shared through Group Mailing List.  
• To ensure article availability for the NEA-JC Newsletters, it was initiated to include short papers of presentations in the NEA-JC events (especially, NEA-day event and annual workshop) in the upcoming issue of the NEA-JC Newsletter.  
• To strengthen ties with Japanese professional organizations, it was initiated to invite Japanese experts/professors as keynote speaker in the NEA-JC annual events. Prof. Futaba Kazama from University of Yamanashi and Asso./Prof. Shinya Hanaoka, from Tokyo Institute of Technology (Tokyo Tech) were invited as keynote speakers in the NEA-day program (17 Jul, 2011) and NEA-JC annual workshop (20 Nov, 2011).  

4. SELF-EVALUATION OF THE TENURE  
This section presents self-evaluation of tenure activities by EXCOM itself based on accomplishments of planned activities and other achievements. Based on the following reasons, the tenure is evaluated as a successful one;  

- Most of the activities were accomplished as per plan (please refer the table below), however, the events could not be organized at all the planned locations due to some technical reasons  
- Some new initiatives were started in this tenure (please refer section 3)  
- 12 new members were added (though 10 left Japan), 1 new application was processed, and 17 renewals and 4 upgrading to “Life Membership” were made. At the end of tenure, total members remained as 71  
- Financial situation of the NEA-JC were made stronger; the bank balance increased from ¥ 65,173.0 to ¥ 89,863.0 during the tenure.  

<table>
<thead>
<tr>
<th>Activity/Event Plans</th>
<th>Description</th>
<th>Achievements</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEA day celebration in mid-July, 2011 at Tokyo, Kyoto and Ehime University</td>
<td>Formation of Organizing and Advisory Committees (by mid-June); prep and release of announcement (by mid-Jun), booking venue (by mid-Jun), come up with preliminary program (by end of Jun)</td>
<td>Preparation for the events were made as per plan; however, the event could be organized only at Tokyo and Kyoto</td>
</tr>
</tbody>
</table>
**Sixth Executive Committee**  
*(2011-05 to 2012-04)*

<table>
<thead>
<tr>
<th>NEA-JC Workshop in mid-Nov, 2011 at Tokyo and Ehime University</th>
<th>Formation of Organizing and Advisory Committees (by mid-Oct); preparation and release of announcement (by mid-Oct), booking venue (by mid-Oct), come up with preliminary program (by end of Oct), continuous follow up is needed</th>
<th>Preparation for the events were made as per plan; however, the event could be organized only at Tokyo</th>
</tr>
</thead>
</table>
| Vishnu Prasad Pandey  
NEA ID: 6490  
(President)  
University of Yamanashi | NEA-JC Workshop in mid-Nov, 2011 at Tokyo and Ehime University | Preparation for the events were made as per plan; however, the event could be organized only at Tokyo |
| Maheswor Shrestha  
NEA ID: 6462  
(Vice President)  
The University of Tokyo | Newsletter publication: 1st Issue by early Oct, 2011 and 2nd Issue by early April, 2012 | Preparations were made as per plan, however, due to some reasons publications were slightly delayed; 1st issue was published on mid-Nov, 2011 and 2nd Issue on 17 April, 2012 |
| Madhu Sudan Kayastha  
NEA ID: 7482  
(Secretary)  
Chubu University | Conceptualize sequence of contents by including Senior’s Insight section started by 5th EXCOM, announce formally in GA, continuous follow up to potential contributors | Preparations were made as per plan, however, due to some reasons publications were slightly delayed; 1st issue was published on mid-Nov, 2011 and 2nd Issue on 17 April, 2012 |
| Priza Kayestha  
NEA ID: 10833  
(Treasurer)  
Tokyo Institute of Technology | Research digest publication by early April, 2012 | Preparations were made as per plan, responses from NEA-JC colleagues were fewer than expected, published on 17 April, 2012 |
| Deepak Raj Bhat  
NEA ID: 9239  
(Member)  
Ehime University | Prepare a format, 1st announcement in Jan 2012, first collect from Ex-com and sub-committee members, several reminders and follow ups to others | Efforts were made to ensure all eligible members are enlisted in the voters list, election was conducted on 16 Sep, 2011 using E-voting system, Dr Ved P. Kafle served as Election Officer |
| Kshitij Charan Shrestha  
NEA ID: 7655  
(Member)  
Kyoto University | Request some senior NEA-JC member to serve as chair-person of Election Committee | Efforts were made to ensure all eligible members are enlisted in the voters list, election was conducted on 16 Sep, 2011 using E-voting system, Dr Ved P. Kafle served as Election Officer |
| Shaphal Subedi  
NEA ID: 6815  
(Member)  
Saitama University | 2nd Meeting in 1st Week of August, 3rd Meeting on 1st Week of December, and 4th Meeting on 2nd Week of March | It was planned to hold on 3rd week of April, 2012 |
|  | General Assembly (GA) | It is being held during 20-22 April, 2012 |

Secretariat: 6th Executive Committee, Nepal Engineers' Association - Japan Center,  
Website: www.neajc.org, E-mail: nea_japan@yahoo.com
### Sixth Executive Committee
(2011-05 to 2012-04)

**Vishnu Prasad Pandey**  
NEA ID: 6490  
(President)  
University of Yamanashi

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(Member)  
Saitama University

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5. ACKNOWLEDGEMENTS

- The University of Tokyo Hongo and Komaba Campuses for providing seminar halls for NEA-JC program and Er. Keshab Sharma and Er. Ramesh Pokharel for coordinating to manage the hall

- Yoshida Campus of Kyoto University for providing seminar hall for NEA-day program

- Dr Ved Prasad Kafle and other senior NEA-JC colleagues for supporting, encouraging, and advising throughout the tenure

- All NEA-JC members for fully supporting and encouraging the EXCOM through constructive criticisms, active participation in the NEA-JC events, and timely responding to our requests

- Different online news portal (dcnepal, nepaljapan, tokyonepal, samudrapari, nepalipost, nepalqataronline) for publishing NEA-JC activities

<table>
<thead>
<tr>
<th>S.N</th>
<th>Particulars</th>
<th>Income (¥)</th>
<th>Expenses (¥)</th>
<th>Remarks</th>
<th>Item No. in supporting doc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Balance from 5th EXCOM</td>
<td>65,173.0</td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>2</td>
<td>Web Hosting Charge (25/06/2011~24/06/2013)</td>
<td></td>
<td>9,502.0</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>The 49th Nepal Engineers' Day celebration in Tokyo</td>
<td>8,000.0</td>
<td>7,753.0</td>
<td>Income: Equal voluntary contribution by Dr. Achyut Sapkota, Dr. Bhoj</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Raj Pantha, Dr. Binaya Kumar Mishra, Dr. Jhabindra Ghimire, Dr. Netra</td>
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</tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Prakash Bhandary, Dr. Phatta Bahadur Thapa, Dr. Ved Prasad Kafle, Dr.</td>
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<td></td>
<td></td>
<td>Vishnu Prasad Pandey</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>The 49th Nepal Engineers' Day celebration in Kyoto</td>
<td>1,150.0</td>
<td>1,150.0</td>
<td>Contributed by Dr. Kshitij C. Shrestha</td>
<td>-</td>
</tr>
<tr>
<td>5</td>
<td>NEA-JC workshop in Tokyo</td>
<td>10,000.0</td>
<td>2,000.0</td>
<td>Income: Equal voluntary contribution by Dr. Achyut Sapkota, Dr. Akhilesh</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Kumar Karna, Dr. Binaya Kumar Mishra, Er. Chandi Subedi, Dr. Dinesh</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Manandhar, Dr. Hari Ram Parajuli, Er. Kumar Simkhada, Dr. Shobhakar</td>
<td></td>
</tr>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Dhakal, Dr. Ved Prasad Kafle, Dr. Vishnu Prasad Pandey</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>New membership</td>
<td>1,200.0</td>
<td>305.0</td>
<td>1 person applied for new membership</td>
<td>4</td>
</tr>
<tr>
<td>7</td>
<td>Membership renewal</td>
<td>23,200.0</td>
<td>4,160.0</td>
<td>17 members renewed their general membership</td>
<td>4</td>
</tr>
<tr>
<td>8</td>
<td>Upgrade to Life Member</td>
<td>16,000.0</td>
<td>10,000.0</td>
<td>4 members upgraded to Life Member</td>
<td>4</td>
</tr>
<tr>
<td>9</td>
<td>Interest from Japan Post Bank</td>
<td>10.0</td>
<td></td>
<td></td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>124,733.0</td>
<td>34,870.0</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Balance in Account</td>
<td>89,863.0</td>
<td></td>
<td>(Eighty-nine Thousands Eight Hundred and Sixty Three YEN only)</td>
<td></td>
</tr>
</tbody>
</table>
1) **Web Hosting Charge Receipt (25/06/2011–24/06/2013)**

**Expenses:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>25/06/2011</td>
<td></td>
<td></td>
</tr>
<tr>
<td>24/06/2013</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Prepared by: Treasurer, Priza Kayestha
2) **49th NEA day celebration in Tokyo (July 17, 2011)**

**Income:**

Support received from following NEA members:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name</th>
<th>Support received (yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. Achyut Sapkota</td>
<td>1,000</td>
</tr>
<tr>
<td>2</td>
<td>Dr. Bhoj Raj Pantha</td>
<td>1,000</td>
</tr>
<tr>
<td>3</td>
<td>Dr. Binaya Kumar Mishra</td>
<td>1,000</td>
</tr>
<tr>
<td>4</td>
<td>Dr. Jhabindra Ghimire</td>
<td>1,000</td>
</tr>
<tr>
<td>5</td>
<td>Dr. Netra Prakash Bhandary</td>
<td>1,000</td>
</tr>
<tr>
<td>6</td>
<td>Dr. Phatta Bahadur Thapa</td>
<td>1,000</td>
</tr>
<tr>
<td>7</td>
<td>Dr. Ved Prasad Kafle</td>
<td>1,000</td>
</tr>
<tr>
<td>8</td>
<td>Dr. Vishnu Prasad Pandey</td>
<td>1,000</td>
</tr>
<tr>
<td></td>
<td><strong>Total (I)</strong></td>
<td><strong>8,000</strong></td>
</tr>
</tbody>
</table>

**Expenses:**

E = 7,753 yen (check scanned receipt beside)

**Remaining:**

I – E = 247 yen
3) **NEA-JC Workshop on “Current and Future Technologies” in Tokyo (November 20, 2011)**

**Income:**

Support received from following NEA members:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name</th>
<th>Support received (yen)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr. Achyut Sapkota</td>
<td>1,000</td>
</tr>
<tr>
<td>2</td>
<td>Dr. Akhilesh Kumar Karna</td>
<td>1,000</td>
</tr>
<tr>
<td>3</td>
<td>Dr. Binaya Kumar Mishra</td>
<td>1,000</td>
</tr>
<tr>
<td>4</td>
<td>Er. Chandi Subedi</td>
<td>1,000</td>
</tr>
<tr>
<td>5</td>
<td>Dr. Dinesh Manandhar</td>
<td>1,000</td>
</tr>
<tr>
<td>6</td>
<td>Dr. Hari Ram Parajuli</td>
<td>1,000</td>
</tr>
<tr>
<td>7</td>
<td>Er. Kumar Simkhada</td>
<td>1,000</td>
</tr>
<tr>
<td>8</td>
<td>Dr. Shobhakar Dhakal</td>
<td>1,000</td>
</tr>
<tr>
<td>9</td>
<td>Dr. Ved Prasad Kafle</td>
<td>1000</td>
</tr>
<tr>
<td>10</td>
<td>Dr. Vishnu Prasad Pandey</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td><strong>Total (I)</strong></td>
<td><strong>10,000</strong></td>
</tr>
</tbody>
</table>

**Expenses:**

E = 2,000 yen (check scanned receipt beside)

**Remaining:**

I – E = 8,000 yen

Prepared by: Treasurer, Priza Kayestha
4) **NEA membership renewal, new membership and life membership application**

**Income:**

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Sal.</th>
<th>Name</th>
<th>Renewal fee (yen) (Renewed till July 15, 2012)</th>
<th>comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Dr.</td>
<td>Achyut Sapkota</td>
<td>1,600</td>
<td>renewal</td>
</tr>
<tr>
<td>3</td>
<td>Er.</td>
<td>Anu Sharma</td>
<td>1,600</td>
<td>renewal</td>
</tr>
<tr>
<td>4</td>
<td>Er.</td>
<td>Bharat Subedi</td>
<td>1,200</td>
<td>new membership</td>
</tr>
<tr>
<td>5</td>
<td>Er.</td>
<td>Deepak Raj Bhat</td>
<td>1,200</td>
<td>renewal</td>
</tr>
<tr>
<td>6</td>
<td>Er.</td>
<td>Keshab Sharma</td>
<td>800</td>
<td>renewal</td>
</tr>
<tr>
<td>7</td>
<td>Er.</td>
<td>Maheswor Shrestha</td>
<td>1,600</td>
<td>renewal</td>
</tr>
<tr>
<td>2</td>
<td>Er.</td>
<td>Pallav Koirala</td>
<td>1,600</td>
<td>renewal</td>
</tr>
<tr>
<td>8</td>
<td>Er.</td>
<td>Priza Kayestha</td>
<td>400</td>
<td>renewal</td>
</tr>
<tr>
<td>9</td>
<td>Dr.</td>
<td>Rabindra Raj Giri</td>
<td>1,200</td>
<td>renewal</td>
</tr>
<tr>
<td>10</td>
<td>Dr.</td>
<td>Rojee Pradhananga</td>
<td>4,800</td>
<td>life membership + renewal</td>
</tr>
<tr>
<td>11</td>
<td>Dr.</td>
<td>Sanat Wagle</td>
<td>1,600</td>
<td>renewal</td>
</tr>
<tr>
<td>12</td>
<td>Er.</td>
<td>Satya Narayan Sharma</td>
<td>1,200</td>
<td>renewal</td>
</tr>
<tr>
<td>13</td>
<td>Er.</td>
<td>Shaphal Subedi</td>
<td>6,000</td>
<td>life membership + renewal</td>
</tr>
<tr>
<td>14</td>
<td>Er.</td>
<td>Tilak Pokharel</td>
<td>800</td>
<td>renewal</td>
</tr>
<tr>
<td>15</td>
<td>Er.</td>
<td>Ugendra Regmi</td>
<td>7,200</td>
<td>life membership + renewal</td>
</tr>
<tr>
<td>16</td>
<td>Dr.</td>
<td>Vishnu Prasad Pandey</td>
<td>4,000</td>
<td>life membership</td>
</tr>
<tr>
<td>17</td>
<td>Dr.</td>
<td>Yadu Nath Pokhrel</td>
<td>1,600</td>
<td>renewal</td>
</tr>
<tr>
<td>18</td>
<td>Er.</td>
<td>Deepak Raj Pant</td>
<td>400</td>
<td>renewal</td>
</tr>
<tr>
<td>19</td>
<td>Er.</td>
<td>Dhurba Panthi</td>
<td>1,600</td>
<td>renewal</td>
</tr>
</tbody>
</table>

**total** | 40,400 |
4) **NEA membership renewal, new membership and life membership application**

**Expenses:**

Membership renewal for NEA-JC members expenses: 4,160 yen (1Rs = 1 yen).

(See the scanned receipt below):

![Received with thanks from NEA Japan Chapter by Cash/Cheque/Draft No.](image)

<table>
<thead>
<tr>
<th>Donation</th>
<th>Admission fee</th>
<th>Annual fee</th>
<th>Advertisement</th>
<th>Registration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Expenses for

i) New membership: 305 yen

ii) Upgrading general member to life member (4 members = 4*2,500): 10,000 yen

(See the scanned receipt in next page):