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## Active Nonviolence Education Center



### **ANNUAL REPORT**

**(Accounting Year 1<sup>st</sup> April, 2019 – 31<sup>st</sup> March, 2020)**

#### ANEC

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## APRIL, 2019

1. Mr. Kelsang Dhondup took over as the new Executive Director of Active Nonviolence Education Center, replacing Miss Tenzin Lhamo who has served for three years both as a trainer as well as Executive Director. Active Nonviolence Education Center also appointed new trainer Mr. Ngawang Lungtok replacing former trainer Mr. Thupten Choephel. Hand-over of ANEC Important documents, all files, teaching gears, books, kitchen stuffs, office furniture, electronic items, computers and other related items



2. New Executive Director called a meeting with all the staffs of ANEC to inform each staffs responsibility and share their experience.
3. ANEC hosted farewell dinner to the outgoing Executive Director Miss. Tenzin Lhamo at Hotel Tibet and Staffs along with ANEC Board Members were also present at the farewell dinner



## MAY, 2019

1. Change in local bank signatory and FCRA signatory done with the appointment of new executive director.
2. Welcoming new staff Mr. Ngawang Lungtok for the post of Assistant Trainer. Handed Assistant Trainer job description file.
3. Michael Litting from USA visited ANEC office; Mr. Litting is briefed about ANEC and its activities and contact are exchange for future meeting.
4. Meeting with TCCR Director Mr. Karma Lekshey at ANEC office for almost one hour on various matters including trainer's workshop. The meeting was successful.

5. To arrange a meeting with Prof. Samdhong Rinpoche, Executive Director met with Mr. Urgen Tenzin for an appointment with Mr. Dhonyoe, Personal Assistant to Prof. Samdhong Rinpoche.
6. ANEC office staff weekly meeting held, office secretary cum accountant Mr. Jigme briefed each staffs' of their responsibilities, leave procedure. We concluded that Mr. Ngawang Lungtok assistant trainer to attend Delhi WED workshop. Proposed ideas regarding staff medical insurance policy and possible permanent staff of ANEC.
7. Three members from Gandhi fellowship visit ANEC office shared information related to nonviolence. While our centre studies methods and means of various scholars and critics, theirs focus mainly on nonviolent communications based on four main components by Dr. Marshall Rosenberg. 1. Observation 2. Feelings 3. Needs 4. Request
8. Assistant Trainer having discussion with Jigme (Accountant cum Secretary) and Executive Director corresponds with emails from aspiring interns. Interns were from Tata institute of Social Science.
9. ANEC staff weekly meeting held on Monday. Discussed weekly report, fund raising strategies, emails from two volunteers from Assam, newsletter, recruiting new staff when Jigme (office secretary cum accountant) leaves, ANEC website and Facebook update, membership form.
10. Meeting with Prof. Samdhong Rinpoche with all ANEC staffs at his resident. Three main agenda discussed. One, talk by Rinpoche on selective audience on what ANEC should teach our young generation from Buddhist perspective and second, requesting Rinpoche to be Advisory to ANEC and third, Requesting Rinpoche to be member of ANEC Honorary Membership. Rinpoche la has accepted all our appeal
11. Meeting with Jigme about Project Proposal. Mail and call to Sherig (Department of Education) requesting a list of Tibetan schools within India and Nepal. Since their concern staff engaged with ongoing workshop for school administrators, they promised to send by coming Monday.



12. Finalized budget proposal sent to Tibet Fund (A month Workshop and Brainstorming on moving forward with Nonviolence Principal and Practicalities to Tibetan Community Leaders.) from Executive Director Mail ID.
13. Jigme went to Imperial printing press to design visiting card for the ANEC staff. The same day handed over all visiting cards to the respective staffs.

### JUNE, 2019

1. Official meeting with Mr. Gyaltzen from Tibet Fund project officer based in Dharamshala regarding ANEC fund, Project proposal, collaboration project with DOE and other related matters.
2. Executive Director corresponds with Mr. Tsewang Phuntsok Latin America Representative and Geshe Jamphel Khantse in Taiwan through Facebook regarding ideas and work.
3. Assistant trainer Mr. Ngawang Lungtok attended training of trainers organized by Women's Empowerment Desk and Martha Farrell Foundation.

Women's Empowerment Desk, Central Tibetan Administration and Martha Farrell Foundation together organized training of trainers to trainers from different NGO's to teach about Gender based violence and safe workspace. It was a five day intense training that started usually from 9:00 in the morning and lasted till 7:00 in the evening. Our assistant trainer went to particularly learn their training methodology(which was mainly participatory) meanwhile also learnt a lot about gender based violence and know how in situations. Most of the NGO's were from ones that focused on gender violence.



4. Official meeting with Dr. Pema Yangchen, Kalon of Dept of Education at her office. Briefed Dr. Pema Yangchen on ANEC and its work. Requested her to become honorary member and governing board member of ANEC. But it won't be possible because those serving in CTA aren't allowed to register with NGOs. Also requested assistance and collaboration in publishing a book based on Prof. Samdhong Rinpoche talk (which will be held soon). Made an appeal for support from Department of Education when organizing workshops and trainings in Tibetan Schools



5. Appointed Mr. Kunga Soepa, B.COM and MBA background on trial basis since Jigme current accountant is soon leaving his job, as he will be immigrating to Australia under Political prisoner program soon. In order to get know about ANEC office day to day work he works with Jigme for a month.
6. Confirmed Norbu House as venue for Rinpoche's talk and requested video recording of Rinpoche talk to Mr. Pema Tsering, freelance and photographer.
7. ANEC His Holiness the Dalai Lama birthday message given to Tibet Times to publish in the coming week.
8. Executive Director met with Namgyal Monastery School Principal on following points
  - Messages of His Holiness the Dalai Lama on Nonviolence
  - To write down Rinpoche's talk
  - To get firsthand information on Nonviolence Movement inside Tibet in 1987-88-99.
  - CD of Nun's sang song in prison in Tibet.
9. Geshe Ngawang Dhargyal of TCV accepted to be one of the Geshe's during Rinpoche talk.

### JULY, 2019

1. ANEC organized two days membership drive (5<sup>th</sup> and 6<sup>th</sup> July). During the drive, staff distributed magazine and brochure near Namgyal Monastery gate. Since there will be plenty of people attending the long life ceremony of Dalai Lama, we(ANEC) thought it would be nice opportunity to have our membership drive there. Everyone together, we were able to recruit some members. And it was also His Holiness birthday on 6<sup>th</sup> July.
2. Met Mr.Tenzin Phuntsok Atisha former DIIR office secretary and asked about DIIR Nonviolence Desk. Atisha arranged meeting with Taiwan Nonviolence Group next day.
3. Executive director and Secretary met Taiwan Permanent Peace Partner Members at Choenor Guest House, presented ANEC Brochure and News Letter. Also introduce ANEC to them.  
Secretary went to printing press to print poster for the upcoming Rinpoche talk.
4. Send invitation letter to all the organization in and around Dharamshala for the upcoming Rinpoche talk on 15<sup>th</sup> July.



5. On 15<sup>th</sup>, July we had a successful talk by His Eminence Prof. Samdhong Rinpoche for 3 hours on Non-Violence through Buddhist perspective at Norbu House. And also Prof. Samdhong Rinpoche inaugurates our membership drive being the first member of ANEC (Honorary). The talk attended by around 40 people from different organization. After the talk, invitees were given the opportunity to ask questions and later, forming into groups had a space for discussion. Member from each group were also given the opportunity to put forth their group's point of view. And it was grand success.



6. Day after the talk Executive Director got call from VOA( Voice of America) for the interview about ANEC and the Rinpoche program.



7. Half day workshop was arranged to summer camp students (Tibetan children settled outside India mainly North America and Europe) at TCV with introduction note by Executive Director. Later trainers taught the concepts of nonviolence and violence to them. The worldview through which we (Tibetans) look at nonviolence and nonviolent action is very Buddhist. Tibetans view nonviolence as a discipline we can maintain rather than as a weapon we can wield against our opponent. As far as tactical use of methods are concerned. Tibetan have been majorly using methods that fall under the category of “Protest and persuasion” as defined by Mr. Gene Sharp, pioneering theorist in nonviolent methodology.



8. Active Nonviolence Education Center visits Sikyong Lobsang Sangay at his office. Executive Director along with secretary cum accountant had a very thorough discussion with Sikyong on various issues regarding both ANEC and Tibetan cause at large



9. Financial help and appreciated the work done by ANEC. Executive Director Send letter to Mr. Tenzin Kunga, London Representative for connecting ANEC with BBC Hard Talk Producer and Tenzin Kunga agreed to connect ANEC with BBC producer. Letters send to Tenzin Dorjee requesting to connect ANEC with ICNC Director.
10. Amche Pelmo, a nun from Ladakh requested ANEC to give workshop in October. But later postpone to next year due to changed in political set up in J&K.
11. On the morning of 17<sup>th</sup> July 2019, Executive Director met with Taiwan Permanent Peace Partner founder Mr. Chien-Ming Huang, Taiwan and discussed the work ANEC do here. Finding similarities in achieving a nonviolent society and world at large, PPP decided to support our endeavors



## AUGUST, 2019

1. ANEC had weekly presentation session for both of our trainers in order to get more practice and be more confident in future workshops and program.
2. Prepare financial statement for the year 2018-2019 and referred to Mr. Tsering Dhondup, (former Finance Minister) ANEC accounts related advisor. And made some correction regarding books of accounts.
3. New Printer Installed at secretary desk and old printer replaced since it was not functioning despite repairing it. And also new Hard disk of 1000 GB Bought and then upload Prof. Samdhong Rinpoche Talk and documents to be saved.
4. Quotation collected for backup batteries and inverter, sent proposal to Mr. Lobsang Nyendak of Tibet Fund and luckily he accepted and granted the budget for buying battery and inverter. Because the electricity around here is frequently breaks down and sometimes the electricity is turned off for several hours in a very stretch. It leads tremendous technical problems and by which it causes delay in carrying out our ongoing works. Finally bought the battery and inverter and electrician installed the battery and inverter. Now there is no problem regarding shortage of electricity.
5. Executive Director requested Geshe Ngawang Sonam, who works at translation section in Dalai Lama private office to take class on Buddhist perspective through nonviolence. Accordingly ANEC organized 1st hour talk for the anec staff on anger management which is extracted from Buddhist script “Boddhicaryavatta”. It started from 21<sup>st</sup> to 26<sup>th</sup> august by Geshe Ngawang Sonam at his resident.
6. Meeting with Kasur Tsering Dhondup (former finance minister) Anec accounts related advisor, at his office, introduce our new ANEC director and accountant cum secretary. Discuss related with FCRA and financial statement.

### New battery and inverter





## **SEPTEMBER, 2019**

1. Anec staff meeting on Monday morning is conducted as usual wherein we meet to discuss what more need to be focused and done in the coming days and review the previous week work.
2. A session of exchange of idea was done. Had special meeting at morning regarding coming week preparation and also for the upcoming ANEC day on 10<sup>th</sup> Sept, 2019.
3. Contract letter was given to Mr. Kunga Soepa for the post of accountant cum secretary started from 3<sup>rd</sup> Sept. 2019.
4. Accountant went to Imperial and had discussed for printing ANEC dairy book for the upcoming ANEC founding day on 10<sup>th</sup> Sept, 2019 as souvenir to people who support for ANEC work.
5. Accountant cum office secretary drafted budget proposal to be submitted to Rowell Fund before 15<sup>th</sup> October for a month workshop to Tibetan community leaders from different org/institution at various Tibetan settlement in south India. ANEC will implement the workshop program in spring next year once fund is allotted.
6. Executive Director had telephone conversation with all governing board members and invited for the dinner at hotel Tibet and an official letter of Thank you had been sent to respective Governmental and Non-Governmental Institutes/Organizations, Schools, supporters and friends of ANEC on the occasion of 12<sup>th</sup> Founding Anniversary.
7. Executive Director met Mr. Tashi Phuntsok, Director of Tibet Museum to give agreement letter and request for more photos. And visited LTWA and Dhoe-Mey office for photo collection.
8. Meeting with Mrs. Lhakpa Kyizom at ANEC office. All of us (ANEC staff included) discussed the need for photos with better resolution for the exhibition. Therefore postponed the exhibition till December.
9. Executive Director informed Mr. Tashi Phuntsok, Director of Tibet Museum about change in the photo exhibition date and requested him to share more photos and other related documents.

10. ANEC Staff and Board member gathered on 10<sup>th</sup> September for dinner at Hotel Tibet on the occasion of 12<sup>th</sup> Founding Anniversary. A token of gratitude in the form of a Dairy has been presented to board members, and friends of ANEC.



11. Executive Director corresponds with Rev. Ngawang Woeber and Geshe Ngawang Sangay to give talk on nonviolent from Buddhist perspective and three most relevant stanzas from Patience Chapter of “*A guide to the bodhisattva way of life*”.
12. Executive Director visited CTA to meet personal assistant of Sikyong for one documents on nonviolence research paper done by Mr. Karma Monlam and some of other researcher in Delhi. Met publication staff of DIIR for old documents for upcoming exhibition.
13. Executive Director met Principal and Director of Upper TCV School for talk by two Geshe on 2<sup>nd</sup> October. Permission was granted on the same day.
14. Our trainers attended Gender workshop organized by Women’s Empowerment Desk(CTA) in collaboration with trainer from Drokmo (NGO that works for women) to learn about their training methodology and meet more people working in areas of nonviolence, in this case gender based. One day workshop. Commenced 10:00 in the morning and ended at 4:00 in the evening.
15. Miss. Yangchen Palmo from Tibet Action came to our office and gave guidance about security of internet.

## OCTOBER 2020

1. On 2<sup>nd</sup> October 2019 to mark the birth anniversary of Mahatma Gandhi, ANEC organized a talk on Nonviolence to 70 odd students from Upper TCV class XI and XII. The facilitators were Geshe Ngawang Sangye la, Rev.Ngawang Woebar la and ANEC Executive Director. The aims and objectives of the session is to educate students on nonviolence and to create awareness about Buddhist perspective on Nonviolence by citing verses from Shantideva's *Bodhisattvacaryāvatā* (or the Bodhisattva's Way of Life)



2. 5<sup>th</sup> October 2019, ANEC organized a half day talk on the topic "Apology" led by Daniel from Global Inner Fitness Group and was attended of two NGO's TCCR and Tibet Action Institute. Daniel commenced his talk by saying "Apology is not luxury, it is a need". Gradually he covered methods to implement holistic apology. The methods included trust, safety, acknowledgment, consideration, and impact. He then stressed the importance of keeping our inner child happy and safe so that our outer demeanor doesn't resonate and reflect violence because he thinks if we keep stuffing things inside us that aren't healthy, we will automatically react violently outside to smallest of problems or confrontation.



3. ANEC's Trainer cum Research Officer attended week long Nonviolent training action hosted by SFT India on 20<sup>th</sup> to 27<sup>th</sup> October. The camp covered a range of workshops from deconstructing nonviolence as a tool of resistance to campaign-organizing, grassroots outreach, media and messaging, public speaking, leadership building, and personality development. Rope climbing was also very refreshing training for a lot of participants.



Trainers and facilitators employed informal teaching methods, using games, group exercises, and trust games to enable each participant to step outside their comfort zones and discover the leader in them.

4. Acknowledgement from Rowell Fund the receipt of application
5. ANEC Executive Director had meeting with Sonam Tsering on photo exhibition and reached agreement to do the ANEC photo exhibition work
6. Had meeting with Daniel and discussed for future collaboration with ANEC and Goble Inner Fitness
7. Mail from Barodo BSW, their plan to visit ANEC in December 2020
8. Daniel came to office to say Good Bye and also discuss other issues pertaining to ANEC activities
9. Photos of Labrang monks protesting and finding some pictures of mining protests in Tamo and also Sangyal Kyab's campaign in front of Chinese embassy in Canasa. There is only one available picture of Tibetan protesting during Xi's visit.
10. Email details of Rungye Adak(his protest and capture and history) for photo description sent to ED
11. Email to ED regarding names of former Drapchi prison nuns for upcoming photo exhibition
12. Mr. Lungtok, Trainer went to Delhi to print 60 photos alongside intro and description on vinyl print
13. Did research on photo exhibition material by contacting Imperial Printing Press and Mr. Topdhen of Tibet Museum.
14. Letter from SFT with regard to Trainer Mr. Ngawang Lungtok week long workshop on Nonviolence at Guroah
15. Sent Photo exhibition budget proposal to Mr. Soenam T Jamyangling
16. Visited Imperial Printing Press to check material for photo
17. Mail from Mr. Wangpo Tethong, Swiss, Mr. Kunga Tashi USA, Mr. Ashwani and Mr. Lobsang Wangyal. Replied to all receipt of photo
18. Mail from Mr. Soenam T Jamyangling for approval of photo exhibition budget proposal
19. Invitation from Tibet Action for half day workshop on computer security
20. Meeting with Mr. Tashi Phuntsok, Director Tibet Museum and agreed to extend one week photo exhibition in Tibet Museum
21. Meeting with Education Secretary and Traditional In-charge for Leadership workshop
22. Attended TIPA 60 Year Founding Anniversary, His Holiness the Dalai Lama was the Chief Guests.

23. HDFC staff came and changed the signatory with new Accountant
24. Interviewed Mr. Nyima Samdup another cook applicant and decided to give one month contract job

### **NOVEMBER 2019**

1. ED sent email to Mr. Tenzin Dorjee, Education Officer for DoE with regard to the Class X leadership workshop
2. Received email attached Photo of Miss. Nyima Lhamo with US President Trump from Mr. Jigdel
3. Meeting with Mr. Sonam Tsering to finalize 60 photos for exhibition
4. Mail received from HDFC Bank confirming amendment paper received and fund from Sweden will be released
5. Executive Director met Kasur Mr. Tenzin Gechey la, but again couldn't meet in person but talked through phone to inform him the receipt of money from Sweden
6. Selected photos for Photo Exhibition given to Sonam Tsering for Tibetan caption
7. Hosted farewell diner to Accountant Mr. Jigme at Hotel Tibet with ANEC Board Members
8. Decided to present Full Monk Robe to Prof. Samdhong Rinpoche on his 80<sup>th</sup> Birthday
9. Had audience with Ling Rinpoche and requested him to be one of the Honorary Members of ANEC
10. Received call from Ling Rinpoche's PA for confirming to be honorary member and asked to submit an application
11. Outgoing Accountant Mr. Jigme settled his all accounts related documents to new accountant Mr. Kunga Soepa
12. Submitted application and membership form to Ling Rinpoche's PA
13. Visited Tibet Museum to check the panels for photo exhibition
14. 60 photos finalize with Sonam Tsering after giving caption and finalized Banner design
15. Met MP Dawa Tsering for BSW workshop venue
16. Mail from Kasur Ngodup Dhongchung, representative of His Holiness the Dalai Lama for donation from PPP
17. Visit to Tibet Museum office at Gangkyi and finalized the date and duration of one week
18. Tibetan translation of photo exhibition title was given to LTWA translation section
19. Trainer and Research officer Mr. Ngawang Lungtok went to Delhi for printing related work
20. Executive Director attended swearing ceremony of the local assembly
21. Submitted an application to Sikyong for Chief Guest of Photo Exhibition but informed us that they will let us know later
22. ANEC Trainer Miss. Lhanze attended TCHRD function at Norbu House
23. Program for BSW drafted and sent to MS University
24. ANEC received mail from University of Rhoden Island and at the same time replied them to help us to send their trainer
25. Video to be screened given to The Tibet Museum, DIIR during photo exhibition

26. Attended funeral of Dr. Yeshe Dhonden as per instruction from settlement office

### DECEMBER 2020

1. Received call from PA to Sikyong that, Sikyong couldn't attend the ANEC Photo Exhibition and then met Secretary to Tibetan Parliament to request Speaker to be the Chief Guest
2. English and Tibetan video advertisement from Trainer Ngawang Lungtok (in English) and ED Mr. Kalsang Dhondup (in Tibetan) respectively on office Facebook page.
3. Wall Publicity put on different places by ANEC Staffs
4. All staff went to Tibet Museum and displayed all photo panel with the help of DIIR, The Tibet Museum staffs

5. In commemoration of Nobel Peace Prize awarded to His Holiness the 14th Dalai Lama thirty years ago, Active Nonviolence Education Center hosted a photo exhibition titled "Sixty Years of Nonviolent Resistance" from 10<sup>th</sup>-17<sup>th</sup> December. The photos displayed how practitioners of the Tibetan struggle have used an arsenal of nonviolent "weapons" at their disposal. The exhibition aimed to promote the culture of peace and give visibility to events in which nonviolence; creativity and solidarity have strengthened and created unexpected synergies. Speaker Mr. Pema Jungney of Tibetan Parliament-in-Exile inaugurated the exhibition and the book compiled with all the exhibited 60 photos, at Tibet Museum on 10 December. The event was funded by Mr. Soenam T Jamyangling, resident of Swiss and report for the same has been sent to Gendlers and Mr. Soenam T Jamyangling.



6. Letter from DoE, CTA confirming the date of class X leadership workshop
7. Regular Meeting and work distribution held. Mr. Lungtok to work on ANEC Facebook page and News Letter
8. Met Mr. Dawa Tsering, MP and discussed about program and refreshment for MSW students workshop at Youngling School
9. Met ANEC lawyer Vinayak to discuss legal related matters
10. Appreciation letter given to Mr. Tashi Phuntsok, director of Tibet Museum and copy to DIIR Secretary
11. Met ANEC lawyer Mr. Vinayak with Executive Director and Accountant to discuss legal matters
12. Active Nonviolence Education Center had a nonviolent training session with 51 third years MSW (Masters in Social Work) Students from Maharaja Sayajirao University of Baroda, Gujarat. Concepts discussed and taught during the session included nonviolence, nonviolent communication and Buddhist perspective on nonviolence. Geshe Ngawang Sonam (one of the personal translators of His Holiness the Dalai Lama) was invited to talk on Buddhist perspective on Nonviolence. Students thoroughly enjoyed the session and had plenty of questions. The student group then visited Central Tibetan Administration, its departments, and later Tibetan Medical and Astrological Institute



13. BSW students visited LTWA, Tibetan parliament and Tibetan Medical Institute.
14. Active Nonviolence Education Center had two one-and-a-half-hour sessions with students from Leadership Workshop organized by Department of Education, CTA.



### JANUARY 2020

1. ED handed promotion Letter Given to Ngawang Lungtok along with job description
2. Mr. Lungtok submitted extension of the post: Assistant Trainer cum Teaching Officer.
3. ED held Meeting with staffs on revised ANEC's rules and regulations
4. Email to ED edited draft on ANEC's letter to sponsors
5. ANEC Trainer Mr. Lungtok edited draft letter to Mr. Tsering Dorjee la and Sent via email to ED
6. Proposal Letter sent to Mr. Tsering Dorjee of Norsang Foundation
7. Held ANEC Staff meeting to discuss on how to generate fund after Gendler Family withdraws from providing financial support
8. ED met LHA Director and TWA Project Officer to seek information on funding sources
9. ED wrote email to Miss. Tenzin Lhamo, former ED of ANEC to request Mrs. Karen Sallick to support ANEC as she has promised earlier
10. ED wrote letter to Mrs. Karen Sallick for funding support
11. Yearly ANEC Program Drafted
12. ED sent message to Mr. Tsewang Phuntsok South American Representative via Facebook messenger
13. ED sent mail to Gita Jena (Soirg Dehradun for Funding Support
14. Mail to Phillippa Carrick of Tibet Relief Fund U.K for Funding Support
15. Mail to Mrs. Tsering Tsomo ,Tibet House Trust U.K for Funding Support
16. ED received call from Mr. Tsering Dorjee la asking about ANEC organization, its work and yearly budget
17. Mail sent to Norsang Foundation as requested by Mr. Tsering Dorjee with all required documents
18. Mail to Empowering Vision for ANEC job advertisement and extended application dead line from 31<sup>st</sup> Jan 2020 to 10<sup>th</sup> Feb 2020
19. ED met Mr. Tenzin Thaye of Tibet Action for Losar Card Designing



20. ED met Mr. Jamyang Gyaltzen and discussed how to explore funding sources
21. Drafted Executive Director's Message for ANEC Messenger
22. ED wrote a letter to Mr. Sonam Frasi, Representative of London office of Tibet
23. Visited Imperial Printing Press ordering the Losar Greeting Card
24. Six bike set on fire on TIPA road and SP and other police officer came to see the bikes and asked ANEC to install two CCTV Cameras at Toepa Building and same matter was discussed with Toepa community house in-charge
25. Losar Card Sample approved and ordered 100 cards
26. Prof. Samdhong Rinpoche's Robe has been given order to Namsa Chenmo
27. Tibetan Settlement Officer asked ANEC to install CCTV Camera as directed by SP and at the same time, TSO will give written request to ANEC and Toepa community
28. Losar Greeting from Gendlers
29. Letter received from Tibetan Settlement Office asking to install CCTV camera
30. ANEC received mail application from Miss. Jamyang Dolma for the post Assistant Trainer
31. ED received letter from Allan for photo exhibition and then sent 18 photos to Allan
32. ED made a call to Mr. Soenam T Jamyangling for photo exhibition and requested him to extend financial support in future
33. Confirmation Letter from Allan that he received all the photos
34. Special meeting of ANEC staffs held to discuss coming Seminar (Topics, Resource Person and other related matters)

### **FEBRUARY 2020**

1. ANEC Trainer Mr. Lungtok sent email to ED the topics of debate
2. Trainer Mr. Lungtok participated in walked majestic march with the invitation by SFT on the occasion of 107<sup>th</sup> independence day
3. Meeting held with ANEC GB Chairman Mr. Urgen Tenzin and discussed the below matters like discontinuation of funds from Gendlers, Resignation of Miss. Tenzin Lhanze and her replacement
4. Mr. Tenzin Dhonyoe submitted his job application for the post of Assistant Trainer
5. Weekly meeting held and reminds all staffs to be punctual and job description
6. Letter received from Tibetan Freedom Movement to send the list of office staff
7. Losar Greeting cards sent outside India (ANEC supporters and office of Tibet)
8. Collected Rinpoche's Robe from Namsa Chenmo with payment Cheque Rs. 12,950/-
9. Losar Cards within India sent by post
10. Mail from Tibet Fund to sign on their invoice of Gendlers donation of US\$ 3000
11. Meeting with Mrs. Lhakpa Kyizom with regard to Trainer selection panel
12. Letter from Tibet Fund for releasing the Gendlers donation
13. Letter sent to two applicant to confirming interview date
14. Miss. Lisa Krooth a volunteer from USA visited office and informed the works ANEC
15. Weekly meeting held and discussed the Losar Bonus and updated the leave remaining and its procedure

16. Selection of Assistant Trainer conducted with the help of Mrs. Lhakpa Kyizom and Miss. Lisa Krooth
17. Regular meeting and possible executive director post if ANEC GB approves
18. Selection confirmation sent to Miss. Jamyang Dolma and Mr. Tenzin Dhonyoe
19. ANEC Messenger Advertisement given to 19 different potential sponsors
20. Appointment Letter given to Miss. Jamyang Dolma
21. ED made call to PA of Prof. Samdhong Rinpoche through Mr. Urgen Tenzin for appointment
22. ED held meeting with Miss. Lisa for fund raising strategies
23. Hotel Hyatt responded to buy two pages and also Bharat Optical also reserved last half page
24. ANEC cleaned up its office and did Losar preparation

**MARCH 2020**

1. Trainer Mr. Lungtok edited Executive Director's report on meeting with Sikyong and VOA interview
2. ANEC received email from Miss Christine Jones regarding ANEC and its membership program
3. Miss Jamyang Dolma joined office as assistance trainer on two month probation period
4. ANEC received mail from Miss. Lisa Rott of proposal for short and long term fund raising
5. Called Mr. Urgen Tenzin for an appointment with Prof. Samdhong Rinpoche to present his 80<sup>th</sup> Birthday present. But informed us that Rinpoche is out of station
6. Tibet Action's ANEC computer related dealing staff Miss Tenzin Zomkyi was introduced
7. Drafted revise pay scale of ANEC staff
8. TCCR Director Mr. Karma Lekshey and their accountant came to ANEC office for possible to transfer of their foreign donation through ANEC FCRA account
9. Informed them that we will let them know after in consultation with ANEC account related advisor Mr. Tsering Dhondup and Chairman of ANEC Governing Board Mr. Urgen Tenzin
10. Met Mr. Tsering Dhondup for signing of ANEC return file document that to be sent Bangalore Income Tax office the same day. Send it by Speed Post.
11. Executive Director has submitted annual leave application to the Chairman by email.
12. All India Lockdown in view of covid-19 pandemic and asked staffs to stay home till 30<sup>th</sup> March.
13. 21 days national lockdown throughout India and office remains closed

\_\*\*\*\*\*THE END\*\*\*\*\*\_

