



TERMS OF REFERENCES

Taskforces and Committees of NRNA Australia

8/11/19

Under clause 22 of the
Constitution

This is effect from 10 August 2019



**THE NON-RESIDENT NEPALI ASSOCIATION AUSTRALIA LIMITED
BY-LAW**

[No 5]

NRNA AUSTRALIA TASKFORCES AND COMMITTEES POLICY AND GUIDELINE
(By-law made pursuant to Clauses 22 and any clauses in the Constitution that deals
with this matter of THE NON-RESIDENT NEPALI ASSOCIATION AUSTRALIA
LIMITED Constitution("Constitution"))

By-law to provide for the guidelines for Taskforces and Committee to work efficiently
and under and on behalf of NRNA Australia (NRNAA).

This is effect from 10 August 2019

NRNA Australia NCC has endorsed the following Taskforces and Committees and must be followed every term for the benefit of the NRNA Australia. If incase of not being able to then some can be left out but as per the By-Law No 8. In any Taskforces and Committees program of which is national in nature, President will be Chairperson and General Secretary will conduct formal program. The following are the Taskforces and Committees for NRNA Australia:

1. Skills, Knowledge and Innovation (SKI) Committee
2. Domestic Violence Awareness Program and Management Committee
3. Pathibhara Shraddhashram Charity Management Taskforce
4. Sports and Recreation Council Committee
5. Mental Health Awareness Program & Management Committee
6. NRNA Australia Welfare Fund Committee
7. Nepali Language & Literature Committee
8. NRNA Australia National Entrepreneur Conference Taskforce
9. Australia Nepal Business Council Committee
10. Collective Investment Committee
11. Charity and Grant Program Management Committee
12. Community, Embassy and Consulates Liaison & Promotion Committee
13. Media, Newsletter and Publication Committee
14. Walk for Welfare Taskforce
15. Cultural Promotion and Management Committee
16. Emergency and Rapid Response Committee
17. Student Support Committee
18. NRNA Australia Help Desk Committee
19. Federal, State & Local Government Liaison & Lobby Committee
20. Nepal Festival Taskforce
21. NRNA Australia National Conference Taskforce
22. NRNA Australia National Excellence Award Taskforce
23. National and State Election Commission Taskforce
24. One NCC One Investment One Employment Committee
25. NRNA Australia Disaster Relief Fund Committee
26. Association of Nepalese Organizations in Australia Committee
27. Nepali Paathsala Committee
28. Travel and Tourism Promotion Committee



1. Skills, Knowledge and Innovation (SKI) Committee

Background:

Hundreds of well qualified, experienced skilled professionals & academics are residing and working in Australia in different areas of expertise. To make significant contribution in Nepal and in Australia by sharing skills, knowledge, and innovation ideas and implementing the projects and assisting NRNA-ICC and Nepalese Government in Nepal and Australian Government in policy level for long term strategy development. NRNA Australia felt importance of SKI Committee. SKI Committee was formed in NRNA Australia in 2013 and will be continued.

Members:

- There will be one SKI Chairperson, one SKI Deputy Chairperson and one SKI Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from academic and social Background who is specialized expert of at least one skill, knowledge and innovation area and can run several skill and knowledge sharing events and program to contribute in Nepal and Australia.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the SKI Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- SKI Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the SKI Committee.
- The Secretary of SKI Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- SKI Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- At the end of the term before new SKI Committee is formed, the SKI Committee must present report to the NCC of the work done by the SKI Committee whether complete, in progress or just initiated. Usually the report is handed by either the Chairperson or the Secretary.
- The program report must contain date, objective, outcome and photos as bare minimum.
- The new SKI Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- SKI Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Discuss and work out ground up approach among different professionals in different states of Australia and develop a mechanism that encourage above mentioned well skilled professionals to make significant contribution in Nepal and Australia.
- Advise the NRN NCC and ICC on knowledge investment prospects, strategies, program for streamlining technology transfer as feasible for the development of Nepal and Australia.
- Assist ICC SKI Taskforce or Committee to develop collaborative linkages with national as well as international organizations towards knowledge transfer and development of indigenous capabilities as may be feasible.

Plan and Responsibilities:

- Review the progress on SKI initiatives so far.
- Start discussions and debate on different topics or projects through exchange of ideas by email, conducting meetings, workshops and seminars and share the accurate information and expert's opinion.



- Start formal discussion, workshop and seminars nationally and work out potential projects along with the procedures and guidelines for implementation in Nepal and in Australia in ground level.
- Establish appropriate networks for implementing the identified projects.
- Consult ICC and authority in Nepal and Australia and carry out the required feasibility study to implement the collaborative project recommended by SKI Committee.
- Start discussing for collaborative projects with potential stakeholder in Nepal and Australia.
- Support ICC-SKI in the projects for the Open University Initiative and Nepal Science Foundation Plan and any other projects.
- Review current skills database of skilled professionals of NRNA Australia, collect data from new members, revise database as appropriate and explore potentials options for utilizing the database to help SKI Committee.
- SKI Committee can initiate and operate independently within the scope of NRNA Australia.
- SKI Committee can run, organize and execute related activities to promote NRNA Australia Membership to the wider Nepali Community.
- No cost to be bearded by NRNA Australia until it is passed from NCC Meeting.

Execution:

- Execute the project as planned and prepared by Committee in line with current NCC Team, ICC and Government of Nepal and Australia. SKI Committee may make rules to be followed to make and promote the NRNA Australia and its Skill Knowledge and Investment to be transfer in Nepal and Australia.

Working within Taskforces and Committees:

- SKI Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- SKI Committee will dissolve once the new SKI Committee is formed by the newly elected NCC.



2. Domestic Violence Awareness Program and Management (DVAPM) Committee

Background:

There has been significant growth of people of Nepali origin in Australia. It is unfortunate but Nepalese community has seen domestic violence towards woman, children and in some cases man. This is a very serious crime. We need to prevent it rather than do something when it is too late. We should support to help women, children and young people experiencing family violence and families who need support with the wellbeing and development of their children.

We need mechanism to connect people directly to services and provide a coordinated response to a range of different needs, and where required a whole-of-family response, including holding perpetrators to account.

As well as giving women, children and families the help they need to stay safe, we need to equip the victims with the training and tools to know more about the perpetrator. NRNA Australia is to recognize best practice in the prevention or reduction of violence and other types of crime in Australia.

Members:

- There will be one DVAPM Chairperson, one DVAPM Deputy Chairperson and one DVAPM Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from domestic violence background who can run several skill and knowledge sharing events and program to contribute in Nepal and Australia.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the DVAPM Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- DVAPM Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the



- meeting and must be able to attend meeting to conduct the work of the DVAPM Committee.
- The Secretary of DVAPM Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- DVAPM Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- At the end of the term before new DVAPM Committee is formed, the DVAPM Committee must present report to the NCC of the work done by the DVAPM Committee whether complete, in progress or just initiated.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- The new DVAPM Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- DVAPM Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Make plan to reduce and end the domestic violence in Australia and Nepal for people of Nepali origin.
- Advise the NRN NCC on knowledge and information gathered on domestic violence towards woman, man or child in Australia for the people of Nepali origin in Australia or Nepal.
- Assist ICC Domestic Violence Taskforce or Committee to implement and execute to end the domestic violence.
- Bring out the proposal to end domestic violence in Australia or Nepal for the people of Nepali origin.



Plan and Responsibilities:

- Work with different Nepalese associations who deals with domestic violence and Australian associations who deals with domestic violence to assist the victims of domestic violence.
- Run domestic violence awareness program all over Australia to encourage victims to speak up against the domestic violence.
- Support victims of domestic violence to find shelter when trying to find permanent solutions to the victims.
- Find different agencies and organizations that help victims so that the people of Nepali origin can take benefits provided by the Australian government.
- NRNA Australia can only facilitate and form networks around Australia with organizations so that when the need arises, NRNA Australia can direct the victims to the right organizations and find permanent or temporary solutions.
- Keep privacy of the victims if the victim wishes.
- Visit victims and support them and provide motivation and convince not to stay in a relationship with people that initiates serious domestic violence.
- DVAPM Committee can initiate and operate independently within the scope of NRNA Australia.
- DVAPM Committee can run, organize and execute related activities to promote zero tolerance to domestic violence to the wider Nepali Community.
- No cost to be bearded by NRNA Australia until it is passed from NCC Meeting.

Execution:

- Execute the project and plan as planned and prepared by DVAPM Committee in line with current NCC Team.
- Propose funds from NCC to execute its plan for the year as endorsed by the NCC

Working within Taskforces and Committees:

- DVAPM Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- DVAPM Committee will dissolve once the new DVAPM Committee is formed by the newly elected NCC.



3. Pathibhara Shraddhashram Charity Management (PSCM) Taskforce

Background:

NRNA Australia has been supporting for several Philanthropic and Humanitarian Assistance (PHA) by conducting several charity events. The Pathibhara Jestha Nagarik Shraddhashram project is the ongoing charity project of NRNA Australia which started in 2014 with the aim to respect and support old citizens by providing accommodation and facilitation. The project is progressing well in collaboration with Biratnagar Municipality which was initiated by the NRNA Australia by collecting funds in Australia via different charity programs such as Walk for Nepal and Pathibhara Dinner Program.

NRNA Australia signed the MOU with Biratnagar municipality in 2014 to support NRS 2 core 66 Lakhs (NRS 26,600,000) for the construction and operation of the Shraddasharm located in Biratnagar -11 in a land of 1 Bighah - 10 Kattha inside Biratnagar Sub-Metropolitan city which is aiming to accommodate minimum 50 old age people.

Members:

- There will be one PSCM Coordinator, one PSCM Deputy Coordinator and one PSCM Secretary nominated by the President but must be endorsed by the NCC.
- Coordinator of this Committee must be from Domestic Violence background who can run several skill and knowledge sharing events and program to contribute in Nepal and Australia.
- Coordinator of PSCM Taskforce must come from Social Background who has ties to Biratnagar who can run the several fundraising program and collect pledged amounts to facilitate and complete the project.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Coordinator can nominate 2 members.
- If more members are required, then the PSCM Taskforce will decide on number and person but the whole members must be in odd number.

Meeting:

- PSCM Taskforce must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.



- There may be urgent meeting called by Secretary with permission from the Coordinator. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the PSCM Taskforce.
- The Secretary of PSCM Taskforce must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- PSCM Taskforce must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Coordinator or the Secretary.
- At the end of the term PSCM Taskforce must present report to the NCC of the work.

Proposal:

- PSCM Taskforce must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Taskforce must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Support the construction of Pathibhara Jetha Nagarik Shraddashram, one of the biggest projects of NRNA Australia in Nepal.
- Carry out several charity programs to support the construction and operation of project for elderly people in Nepal.
- Collect money from people that has pledged to help to build the Shraddashram.

Plan and Responsibilities:

- Review the progress of the project so far and update NRNA Australia members via social media and other mediums.
- Prepare 2 years detailed plan for the fund raising and monitoring of the project.
- Run several fund-raising programs throughout Australia to support the project.



- Discuss the strategy for the timely completion of the project with NCC.
- Prepare appropriate plan and present to the NCC to complete in term 2019-2021.
- Collect money from people that has pledged to help to build the Shraddashram
- List the names of people in public and warn them via any medium before publishing the list who have not paid the pledged amounts and it should do the first task of the PSCM Taskforce.
- PSCM Taskforce can initiate and operate independently within the scope of NRNA Australia.
- PSCM Taskforce can run, organize and execute related activities to promote fund-raising again for Shraddashram.
- No cost to be bearded by NRNA Australia.

Execution:

- Execute the project as planned and prepared by PSCM Taskforce in line with current NCC Executive
- Collect all money that has been pledged.
- Conduct fund-raising to hand over pledged amount to Biratnagar Municipality.
- Hand over whatever amount is left in the bank account for PSCM Taskforce at the end of the 2019-2021 term to the Biratnagar Municipality

Working within Taskforces and Committees:

- PSCM Taskforce can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Taskforces:

- PSCM Taskforce will dissolve forever after 2019-2021 term as this PSCM Taskforce has been operation for a long time. PSCM Taskforce must come to an end. There will no PSCM Taskforce beyond 2021.



4. Sports and Recreation Council (SRC) Committee

Background:

Sports are one of the ways of bringing people together and create harmony within the community. It also gives an opportunity for Nepali community members to showcase their talents. Similarly, this will help build up our relationship with other communities in Australia. NRNA Australia as far as possible assist and facilitate the sports programs run by other Nepalese organizations. Only in limited cases, NRNA Australia conducts its own sports program.

Members:

- There will be one SRC Chairperson, one SRC Deputy Chairperson and one SRC Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee is preferred from the sports background who can organize, run and operate the different level of mega sports event at national and international level.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the SRC Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- SRC Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the SRC Committee.
- The Secretary of SRC Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- SRC Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new SRC Committee is formed, the SRC Committee must present report to the NCC of the work done by the SRC Committee whether complete, in progress or just initiated. The new SRC Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- SRC Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- To work in collaboration with all Nepali sport clubs and organizations.
- To organize friendly matches in each State in collaboration with Community Based Organizations (CBOs).
- To organize the National Competition in different sports such as soccer, crickets, tennis and so on.
- To promote members to participate in multicultural matches where possible.
- To organize National Sports Award Ceremony including all the sports played by people of Nepali origin in Australia run by Nepalese organization all over Australia or Australian organizations all over Australia. SRC Committee must follow By-Law for National Sports Award Ceremony.

Plan and Responsibility:

- Consult with all the stakeholders
- Work out appropriate model to bring all the sporting clubs together under NRNA Australia
- Work out financial aspects and look for insurance companies to compensate players from all sports who are injured.



- Support injured players from all sports that is played in Australia.
- Promote Fair play in all sports played by people of Nepali origin in Australia
- SRC Committee can initiated and operate independently within the scope of NRNA Australia.
- SRC Committee can run, organize and execute related activities to promote the value of sports into Nepalese community all over Australia.
- No cost to be bearded by NRNA Australia. SRC Committee must conduct own fundraising activities. Some amount may be handed if passed by the NCC if NCC endorses the plan.

Execution:

- Execute the project or plan as planned and prepared by SRC Committee in line with Current NCC

Working within Taskforces and Committees:

- SRC Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- SRC Committee will dissolve once the new SRC Committee is formed by the newly elected NCC.



5. Mental Health Awareness Program & Management (MHAPM) Committee

Background:

There has been significant growth of people of Nepali origin in Australia. It is unfortunate but Nepalese community has seen mental illness in Australia for people of Nepali origin. The major challenges faced by Nepali community in Australia are mental illness, substance abuse and problem gambling. There have been few reported suicide and attempted suicide is attributed to substance abuse, problem gambling and mental illness.

NRNA Australia must conduct programs in Nepali community all over Australia mainly in raising awareness about mental illness and convince people of Nepali origin that it is ok to have mental illness. We must encourage them to seek professional help in time.

Mental illness is one of the major challenges faced by Nepali community in Australia. As we all are aware and may also know someone affected by death and suffering from mental illness of their loved ones, friends and broader community members. Many people are suffering in silence and many may not even know that they might be affected by mental illness.

This situation cannot go on. We as a community need to do something to prevent suicide and other factors from mental illness.

It is not only in Nepalese community but also in broader Australian community that nearly half of all Australian population will experience mental illness in their lifetime. The plan focuses on greater efforts in prevention and providing better integrated services and support for the most vulnerable people in the community.

The plan must be to work directly with people with a mental illness, their families and carers to co-produce and improve services.

Members:

- There will be one MHAPM Chairperson, one MHAPM Deputy Chairperson and one MHAPM Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from Mental Health background who can run several skill and knowledge sharing events and program to contribute in Nepal and Australia.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.



- Chairperson can nominate 2 members.
- If more members are required, then the MHAPM Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- MHAPM Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the MHAPM Committee.
- The Secretary of MHAPM Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- MHAPM Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new MHAPM Committee is formed, the MHAPM Committee must present report to the NCC of the work done by the MHAPM Committee whether complete, in progress or just initiated. The new MHAPM Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- MHAPM Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC.

Scope:

- Make plan to reduce and end the mental illness in Australia and Nepal for people of Nepali origin.



- Advise the NRN NCC on knowledge and information gathered on mental illness to woman, man or child in Australia for the people of Nepali origin in Australia or Nepal.
- Assist ICC Mental Illness Taskforce or Committee if any to implement and execute to end the domestic violence.
- Bring out the proposal to end mental illness in Australia or Nepal for the people of Nepali origin.

Plan and Responsibilities:

- Work with different Nepalese associations who deals with mental illness and Australian associations who deals with mental illness to assist the victims of domestic violence.
- Run mental illness awareness program all over Australia to encourage victims to seek professional help and feel it is OK to have mental illness.
- Support victims of mental illness to find shelter when trying to find permanent solutions to the victims.
- Find different agencies and organizations that help victims so that the people of Nepali origin can take benefits provided by the Australian government.
- NRNA Australia can only facilitate and form networks around Australia with organizations so that when the need arises, NRNA Australia can direct the victims to the right organizations and find permanent or temporary solutions.
- Keep privacy of the victims if the victim wishes.
- Visit victims and support them and provide motivation and convince that it is normal to have mental illness and move away against mental illness stigma.
- Work with Australia Nepal Public Link (ANPL) and others to provide initial mental illness training to the Nepalese community all over Australia.
- MHAPM Committee can initiate and operate independently within the scope of NRNA Australia.
- MHAPM Committee can run, organize and execute related activities to promote awareness of mental illness to the wider Nepali Community.
- No cost to be bearded by NRNA Australia until it is passed from NCC Meeting.

Execution:

- Execute the project and plan as planned and prepared by MHAPM Committee in line with current NCC Team.
- Propose funds from NCC to execute its plan for the year as endorsed by the NCC.



Working within Taskforces and Committees:

- MHAPM Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- MHAPM Committee will dissolve once the new MHAPM Committee is formed by the newly elected NCC.



6. NRNA Australia Welfare Fund (NAWF) Committee

Background:

Social Welfare of the Nepalese community members who may be international students, local students of Nepali origin, Permanent Resident of people of Nepali origin and Australian citizen of Nepali origin involves looking after them during difficult times, especially during and after unforeseen incidents. The people of Nepali origin in need may be registered members or just NRN. A NRNA Australia Welfare Fund, a dream project of NRNA Australia was initiated in 2011. NRNA Australia has successfully collected significant amount of funds in 2011-2013.

From that time, NRNA Australia has started supporting the people living in Australia in difficult situations using those funds remaining within the guidelines of By-Law - NRNA Australia Welfare Fund. In order to support this project, NRNA Australia needs to raise funds from time to time and conducting fund-raising programs time to time as per the need. NRNA Australia must operate and manage the fund in appropriate way for proper utilization of the funds to support the needy people. Therefore, efforts should be made, not only to collect the fund, but also to manage and distribute them appropriately. The NAWF Committee must follow By-Law - NRNA Australia Welfare Fund Guidelines and Policy.

Members:

- There will be one NAWF Chairperson, one NAWF Deputy Chairperson and one NAWF Secretary nominated by the President but must be endorsed by the NCC.
- There will be one NAWF Treasurer. The Treasurer will be by default the National NCC Treasurer.
- Chairperson of this Committee must be from social background who can manage, operate and distribute funds properly to the victims.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate only 1 member.
- If more members are required, then the NAWF Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- NAWF Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time



given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.

- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the NAWF Committee.
- The Secretary of NAWF Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- NAWF Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new NAWF Committee is formed, the NAWF Committee must present report to the NCC of the work done by the NAWF Committee whether complete, in progress or just initiated. The new NAWF Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- NAWF Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- To develop appropriate fundraising strategies that are sustainable on a long run.
- To raise fund for various causes as required.
- To support the Nepalese community members in difficult situations.
- To manage the NRNA Australia Welfare Fund properly.
- The Treasurer shall compulsorily assume the duty of the treasurer of the NRNA Australia Welfare Fund.



Plan and Responsibilities:

- Identify the status of the NRNA Australia Welfare Fund.
- Review the current models of funding and model of fund distribution scheme.
- Consult, discuss with community organizations and community leaders and work out appropriate fund-raising activities for next 2 years to increase the funds in NRNA Australia Welfare Fund.
- Develop a mechanism to sustain the fund.
- Collaborate with other fundraisers or organizations for the common objectives to raise fund for NRNA Australia Welfare Fund.
- Execute the fundraising activities and manage and distribute the funds as per By-Law - NRNA Australia Welfare Fund Guidelines and Policy.
- NAWF Committee can initiated and operate independently within the scope of NRNA Australia.
- The VP of each State and Territory must be informed if the victim is receiving benefits that State and Territory. The Chairperson cannot bypass VP and inform them about the victims and the amount distributed for the cause.
- NAWF Committee must first inquire if there is any insurance for the victims before releasing the funds. If there is insurance money, then in the application it should be noted that to return the amount given by the NAWF Committee.
- In case of death, there will be either funeral in Australia or body repatriation to Nepal. Both missions need funds that may not be enough from the NRNA Australia Welfare Fund. In this case, NAWF Committee will coordinate with ERR Committee will directly request funds from all over the Australia for funeral in Australia or body repatriation to Nepal. It is very important to include the disclaimer on the request that the surplus funds will be distributed equally to NRNA Australia Welfare Fund and NRNA Australia Disaster Relief Fund.
- In case of death, there will be either funeral in Australia or body repatriation to Nepal. In rare cases with the endorsement from the Executive Committee and patron Council may decide to fully reimburse the cost.
- NAWF Committee keep on lobbying with Embassy of Nepal to reimburse cost in death with the assistance from the Executive Committee.
- In case of sickness due to the exact amount not known, NAWF Committee will not directly involve on fund raising but liaison with Executive Committee to send notices to all public in Australia by the funds initiated by the family and friends of the victims with whichever medium is effective.
- NAWF Committee to promote the importance of insurance.
- NAWF Committee to act urgently the application received either individually, through ERR Committee or VP of the State of Territory. The



decision of the application and either approval or refusal must be conveyed to the VP of the State of Territory where the accident occurred, or victims live. The decision must be done within 24 hours of the application or 48 hours at the latest being received so that victims urgently receive assistance. The members of the NAWF Committee must be prepared to have urgent meeting to decide the application and ready to attend meeting online or face to face.

- NAWF Committee must follow By-Law – NRNA Australia Welfare Fund – Guidelines and Policies to distribute funds to the victims.
- NAWF Committee may conduct fund raising for the victims in NRNA Australia account. The amount to be given to the victims is disbursed and if there is any surplus money then it should be kept at NRNA Australia Welfare Fund for future use.
- Treasurer must keep track of the funds and keep NAWF Committee of the funds available every 3 months or when requested.
- NAWF Committee must keep record of all applications and can be asked by NCC at any time to see how the decision was made to distribute funds.
- NAWF Committee can run, organize and execute related activities to promote the value of NRNA Australia Welfare Fund to the wider Nepali Community.
- No cost to be bearded by NRNA Australia unless it is passed from NCC.

Execution:

- Execute the project and plan as planned and prepared by NAWF Committee in line with current NCC Executive
- Promote the value of NRNA Australia Welfare Fund.

Working within Taskforces and Committees:

- NAWF Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- NAWF Committee will dissolve once the new NAWF Committee is formed by the newly elected NCC.



7. Nepali Language & Literature (NLL) Committee

Background:

Nepali values, tradition, culture, heritage and literatures are pride for all the people of Nepalese origin while staying overseas. With the grown of second generation of Nepalese in Australia, encouraging Nepali language and literature is very important. NRNA Australia encourages our future generation to get involved in language and literature to preserve our Nepali language alive in Australia.

Members:

- There will be one NLL Chairperson, one NLL Deputy Chairperson and one NLL Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from language and literature background who can manage, operate and plan to promote Nepali language and literature all over Australia.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the NLL Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- NLL Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the NLL Committee.
- The Secretary of NLL Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- NLL Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new NLL Committee is formed, the NLL Committee must present report to the NCC of the work done by the NLL Committee whether complete, in progress or just initiated. The new NLL Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- NLL Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Promote Nepali language and literature among the second generation of NRN and beyond.
- Preserve and promote Nepali language and Nepali literature in Australia as language and literature are the most essential elements to anyone's identity and culture.

Plan and Responsibilities:

- Coordinate other literary organizations in Australia and support them as required.
- Disseminate the information of Nepali language to all the registered members from time to time
- Encourage to run Nepali language promotional activities and program in different suburbs in the same state if possible as needed and pass the information for applying government grants.
- Organize different programs to promote Nepali language and literature for second generation Nepali NRN and beyond.



- Organize at least one mega event in a year where both first and second-generation members can participate and find out the hidden talent of the second-generation members in Nepali language and literature.
- Organize the literature program frequently together with other organizations or groups so that youth community can participate in creative work. It helps to involve more youth in NRN mission.
- Lobby Australian government to include Nepali language in school curriculum in different State and Territory.
- Lobby Council in each State and Territory to have Nepali section in the Council library.
- NLL Committee can initiate and operate independently within the scope of NRNA Australia.
- NLL Committee can run, organize and execute related activities to promote Nepali language and literature in this multicultural society all over Australia.
- No cost to be bearded by NRNA Australia unless it is passed from NCC.

Execution:

- Execute the project and as planned and prepared by NLL Committee in line with current NCC.

Working within Taskforces and Committees:

- NLL Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- NLL Committee will dissolve once the new NLL Committee is formed by the newly elected NCC.



8. NRNA Australia National Entrepreneur Conference (NANEC) Taskforce

Background:

Today's Entrepreneurial landscape is constantly evolving in Nepalese community as there has been significant growth of people of Nepali origin in Australia. In order to stay competitive, all the entrepreneurs – first time, would be and established need to work on their business and embrace the skills and strategies needed to drive growth and generate revenue.

NRNA Australia, every 2 years presents, new NRNA Australia National Entrepreneur Conference focused on equipping business entrepreneur with the knowledge and expertise to take their business to the next level at current time.

NRNA Australia National Entrepreneur Conference features a multi-tasking and successful entrepreneur of Australia from Nepalese community or Australian community - those who have been recognized from different areas in business acumen. NRNA Australia organizes this Conference to provide valuable insight and information covering the most crucial areas of business growth for today's dynamics.

It is important that all business entrepreneurs from Nepalese community and Australian community meet together to share knowledge, skills and ideas and also to form business network.

It is important that the people of Nepali origin are successful businessperson in Australia to invest in Nepal or Australia or give money for charity in Nepal or Australia.

Members:

- There will be one NANEC Coordinator, one NANEC Deputy Coordinator and NANEC Secretary nominated by the President but must be endorsed by the NCC.
- Coordinator of NANEC Taskforce must come from business background who who can run the Conference properly.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Coordinator can nominate 2 members.
- If more members are required, then the NANEC Taskforce will decide on number and person but the whole members must be in odd number.



Meeting:

- The task of NANEC Taskforce must be to hold NRNA Australia National Entrepreneur Conference on first quarter of the year in odd year. The formation of NANEC Taskforce is at the beginning of the term.
- NANEC Taskforce must at least meet every 2 months to plan, prepare and execute the Conference.
- At the near to the NRNA Australia National Entrepreneur Conference, the frequency of meetings may be many. There may be urgent meeting called by secretary with permission from Coordinator. The member must be prepared for the frequency of the meeting and must be able to give sufficient time to conduct the NRNA Australia National Entrepreneur Conference.
- The Secretary of NANEC Taskforce must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- NANEC Taskforce must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Coordinator or the Secretary.
- After 2 weeks of the completion of the NRNA Australia National Entrepreneur Conference, NANEC Taskforce must present report to the NCC of the Conference.

Proposal:

- NANEC Taskforce must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Taskforce must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Support the planning, preparation and execution of the NRNA Australia National Entrepreneur Conference.
- Make effort to include all people of Nepali origin all over Australia to participate and present papers at the Conference.



- Look for sponsorship to conduct NRNA Australia National Entrepreneur Conference.

Plan and Responsibilities:

- Review the progress of the planning of the Conference and update NRNA Australia NCC at NCC meeting by the Coordinator or other mediums.
- Openly announce the day, date and venue of the Conference widely all over Australia to include every people of Nepali origin.
- It is important that this Conference is inclusive to all and give all people of Nepali origin to present papers, talk about experience and give advice as proved by the panel especially formed by the NANEC Taskforce that may include industry experts to approve or reject papers, presentation or talk.
- The Conference must attract as much more people of Nepali origin all over Australia who are would be, first time or established entrepreneur or businessperson.
- Every effort must be taken by NANEC Taskforce to make Conference with better theme, program and time limit presentation to have successful Conference.
- NANEC Taskforce can initiate and operate independently within the scope of NRNA Australia.
- NANEC Taskforce can run, organize and execute sponsorship deals to self-sustained Conference.
- No cost to be bearded by NRNA Australia.

Execution:

- Execute the project as planned and prepared by NANEC Taskforce in line with current NCC.
- Successfully conduct Conference including all the people of Nepali origin in the Conference who are from business background.

Working within Taskforces and Committees:

- NANEC Taskforce can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Taskforces:

- NANEC Taskforce will dissolve after 2 weeks of completion of the Conference and hand the report to the NCC. If there is delay in handing the report, the NANEC Taskforce will dissolve after 2 weeks of the



Conference. The Coordinator must hand the report as soon as possible to the NCC.



9. Australia Nepal Business Council (ANBC) Committee

Background:

The number of businesses owned and operated by non-resident Nepalese in Australia is on the rise. With this growth, an opportunity has emerged to promote bilateral trade and investment between Nepal and Australia. In 2013, NRNA Australia played a vital role to establish the Business Council as project and establishment of Nepalese Business Council in Australia has created a platform to all the business groups from Nepalese origin in Australia for further exploration of bilateral trade and investment.

Members:

- There will be one ANBC Chairperson, one ANBC Deputy Chairperson and one ANBC Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from social background who can manage, operate and distribute funds properly to the victims.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the MHAPM Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- ANBC Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the ANBC Committee.
- The Secretary of ANBC Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- ANBC Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new ANBC Committee is formed, the ANBC Committee must present report to the NCC of the work done by the ANBC Committee whether complete, in progress or just initiated. The new ANBC Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- ANBC Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Play a vital role in establishing a working relationship with Nepalese Business Council if established, Australian Chamber of Commerce as well as Nepalese Chamber of Commerce.
- Promote activities to enhance bilateral trade relationship between Australia and Nepal.
- Promote businesses of people of Nepali origin.
- Lobby Australian stakeholders for the benefits of businesses of people of Nepali origin.
- Create linkage between business within Nepalese business community and wider Australian business to achieve business goal for the benefit of business of people of Nepali origin.
- Carry out activities related to trade promotion in conjunction with other activities such as Nepal Festival.
- Carry out activities to promote Australia and Nepal Business relationship in diplomatic level and organizing Trade Fairs and Entrepreneur Conference on a timely basis.



Plan and Responsibilities:

- Review the progress on Business Council initiatives as a Committee so far
- Start discussions and support in feasibility study for the establishment of Australia Nepal Business Council, as a sister organization of NRNA Australia.
- Work out the way to increase bilateral trade and commerce relationship between Australia and Nepal.
- Encourage bilateral trade between Australia and Nepal.
- Initiate the process of forming Australia Nepal Business Council, as a sister organization of NRNA Australia.
- Prepare, plan and execute the objectives in the scope of this Committee.
- ANBC Committee can initiate and operate independently within the scope of NRNA Australia.
- ANBC Committee can run, organize and execute related activities to promote and strengthen trade and business affairs at any level including government level program.
- No cost to be bearded by NRNA Australia unless it is passed from NCC.

Execution:

- Execute the project as planned and prepared by taskforce in line with Current NCC Executive.

Working within Taskforces and Committees:

- ANBC Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- ANBC Committee will dissolve once the new ANBC Committee is formed by the newly elected NCC.



10. Collective Investment (CI) Committee

Background:

Being a Non-Resident Nepalese, we aim to continue to support for the Collective Investment project in Nepal. Such Collective Investment projects will take a shape of business due to being involved in business operation once the Collective Investment projects starts. The aim of this project is to motivate Nepalese residing in Australia for Collective Investment in Nepal. It aims to increase investment from both NRNs and multinationals to enhance their contribution to Nepal's economic development following the rules and regulations of Government of Nepal, NRNA NCC & ICC Guidelines and will continue promoting investment in Nepal. However, it will not get involved in the business process, profit making activities and will not take any responsibility of its operation. The Committee only facilitates the investment in Nepal.

This Committee will facilitate to form a group of likeminded investors and will suggest and help to identify the reasonable area and sector of investment in Nepal.

Members:

- There will be one CI Chairperson, one CI Deputy Chairperson and one CI Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from investment background and have sound knowledge about Nepal Australia investment, economy, industrial and associated sectors.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the CI Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- CI Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the



meeting and must be able to attend meeting to conduct the work of the CI Committee.

- The Secretary of CI Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- CI Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new CI Committee is formed, the CI Committee must present report to the NCC of the work done by the CI Committee whether complete, in progress or just initiated. The new CI Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- CI Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Start, Find and Promote Collective Investment in projects in Nepal
- Assist NCC & ICC to forge a closer policy dialogue with the Government of Nepal on Trade, Business, Economic and Investment issues.
- Initiate to form a likeminded group of investors who can invest in Nepal. Prepare and find reports of business for them to make it easy to investment in Nepal.
- Play the role of facilitator for like minded people to invest in Nepal.

Plan and Responsibilities:

- Work with NCC, ICC and Australian investors to identify and prepare the lists the potential projects for the Collective Investment opportunities as required in Nepal.



- Conduct regular stakeholders' engagement with community organizations for further discussion for feasibility of the projects in Nepal.
- Work out the feasible project, prepare the guidelines and encourage all Nepalese residing in Australia to get maximum ownership of investment in Nepal.
- Prepare appropriate plan and conduct regular information sharing session, seminar and conference in Australia for investment in Nepal.
- CI Committee can initiate and operate independently within the scope of NRNA Australia.
- CI Committee can run, organize and execute related activities to promote and generate more investment to Nepal.
- No cost to be borne by NRNA Australia unless it is passed from Executive Meeting.

Execution:

- Take appropriate action as per the NCC, ICC and the Government of Australia as well as Government of Nepal's guidelines.
- Execute the project as planned and prepared by Committee in line with current NCC.

Working within Taskforces and Committees:

- CI Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- CI Committee will dissolve once the new CI Committee is formed by the newly elected NCC.



11. Charity and Grant Program Management (CGPM) Committee

Background:

NRNA Australia is a member-based organization. We fund our projects through fees received from registered members, associate student members and associate organization members. We also conduct fund raising programs to fund our projects. Due to significant growth of people of Nepali origin in Australia, the scope of NRNA Australia has grown. The fund with NRNA Australia is not enough to sustain projects and plan that is of significant benefit to people of Nepali origin in Australia.

Australia is a multicultural country and supports organizations that do community work. NRNA Australia conducts community work around Australia. NRNA Australia in the past has not been able to take much benefits of the grants provided by Council, State and Federal government. It is time that NRNA Australia forms the Committee specially to look for grants which is appropriate for NRNA Australia all over Australia.

Members:

- There will be one CGPM Chairperson, one CGPM Deputy Chairperson and one CGPM Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from business or social sector background.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the CI Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- CGPM Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the



meeting and must be able to attend meeting to conduct the work of the CGPM Committee.

- The Secretary of CGPM Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- CGPM Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new CGPM Committee is formed, the CGPM Committee must present report to the NCC of the work done by the CGPM Committee whether complete, in progress or just initiated. The new CGPM Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- CGPM Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Work with National Public Officer to look, search and find suitable grants for each State or Territory.
- The grants available to community should not be missed to apply.
- Plan ahead for the grants that needs to be applied.
- Lobby with Council, State and Federal government for grants.
- Manage the grants that is available with the assistance with NCC.

Plan and Responsibilities:

- Direct appropriate Taskforces or Committees to apply for grants that is suitable for those Taskforces or Committees after researching the grants all over Australia.
- Apply for grants on behalf of NRNA Australia.
- Prepare the list of government grants in each State and Territory.



- Prepare the contact list and website links of the government grants in each State and Territory.
- Work with other Nepalese organizations who have received grants to learn from them of applying for grants.
- Make sure not to miss any grants date as it is important.
- Plan for the year which grants NRNA Australia will apply for each State and Territory.
- Plan for the year which grants NRNA Australia will apply for national body.
- Check the eligibility for the grants for National, State and Territory.
- If necessary, consult with Executive Committee the change the scope to meet the eligibility criteria for the grant in National, State and Territory.
- Make sure to apply full and proper application for the grant and advise Taskforces or Committees to apply full and proper grant application.
- CGPM Committee can initiate and operate independently within the scope of NRNA Australia.
- CGPM Committee can run, organize and execute related activities to promote and generate more investment to Nepal.
- No cost to be bearded by NRNA Australia unless it is passed from Executive Meeting.

Execution:

- Execute the project as planned and prepared by Committee in line with current NCC.

Working within Taskforces and Committees:

- CGPM Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- CGPM Committee will dissolve once the new CGPM Committee is formed by the newly elected NCC.



12. Community, Embassy and Consulates Liaison & Promotion (CECLP) Committee

Background:

NRNA Australia is communal platform and organization of all the Nepalis residing in Australia. There have been many Nepalese community organizations across Australia, and the number is continuously increasing. Although, these organizations mainly aim the benefit and welfare of their own members, they lack resources and necessary support for their institutional development. NRNA Australia for many years has realized that it has been able to establish necessary link to these community organizations to promote its activities. It is therefore necessary to understand the kind of support these community organizations need, and what mechanism need to be provided to provide the needed support. NRNA Australia also need to work closely with Embassy and Consulates offices around Australia to lobby for the interest of people of Nepali origin and foster good relationship to promote NRNA Australia.

Members:

- There will be one CECLP Chairperson, one CECLP Deputy Chairperson and one CECLP Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from social sector background and have sound knowledge about Community based not for profit organizations and its overall dynamics of operation in Nepal and Australia.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the CECLP Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- CECLP Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the CECLP Committee.



- The Secretary of CECLP Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- CECLP Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new CECLP Committee is formed, the CECLP Committee must present report to the NCC of the work done by the CECLP Committee whether complete, in progress or just initiated. The new CECLP Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- CECLP Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Identify the number of registered Nepali community-based organizations Australia wide to build good relationship with Nepali CBOs.
- Prepare a communal plan and annual calendar to support all types of organizations as of their need, requirements and expectation.
- Identify and address local community issues and work for the betterment of the community.
- Work with Embassy and Consulates to identify the need of people of Nepali origin and assist them.



Plan and Responsibilities:

- Identify local community needs through regular interaction with them like running workshop & meeting in different States.
- Develop a plan to support the community needs.
- Work with local government agencies for the support.
- Run and support programs that include the involvement of multiple community organizations.
- Update the community time to time about the NRNA Australia's recent works for community via newsletter and other sources.
- Prepare appropriate plan and run the required program on a timely basis.
- Work with Embassy and Consulates to bring programs that benefits the people of Nepali origin.
- Build better relationship with Embassy and Consulates.
- CECLP Committee can initiate and operate independently within the scope of NRNA Australia.
- CECLP Committee can run, organize and execute related activities to promote and generate more healthy relationship among all the community-based organizations.
- No cost to be bearded by NRNA Australia unless it is passed from NCC.

Execution:

- Execute the project as planned and prepared by Committee in line with current NCC.

Working within Taskforces and Committees:

- CECLP Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- CECLP Committee will dissolve once the new CECLP Committee is formed by the newly elected NCC.



13. Media, Newsletter and Publication (MNP) Committee

Background:

As our community is growing, Nepali Media presence is growing as well. It is important to set up some mechanism to share each other's experience and set up some standards. It is important to let the people know about what NRNA Australia has done and what we are doing at every step of NRNA movement. As an organization, it is our responsibility to inform our entire registered member and the members of the community about our decision and activities. It is also important to have closer relationship with media so that our publicity will be more positive.

Members:

- There will be one MNP Chairperson, one MNP Deputy Chairperson and one MNP Secretary nominated by the President but must be endorsed by the NCC.
- In this MNP Committee, the Chairperson of this Committee is by default the current Spokesperson of NRNA Australia.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the CECLP Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- MNP Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the MNP Committee.
- The Secretary of MNP Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- MNP Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new MNP Committee is formed, the MNP Committee must present report to the NCC of the work done by the MNP Committee whether complete, in progress or just initiated. The new MNP Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- MNP Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Preparing and publishing NRNA Activities on timely basis via NRNA newsletter every 3 months if possible in online version.
- Operate and update the website, social media and other medium of NRNA Australia to promote the work of NRNA Australia.
- Co-ordinate for standardizing media practices among the media houses and build good relationship.
- Prepare publication at the end of the term if possible.

Plan and Responsibilities:

- Explore needs for formation of a common media forum.
- Work with all the media houses including TV, print media, online, social and so on.
- Actively use the social media and other medium and promote NRNA Australia and its activities.
- Work to have common voice from NRNA Australia when dealing with media.
- Work out a possibility of having regular coverage of NRNA Australia activities in all the medias of the work done in each State and Territory.



- Actively promote NRNA Australia programs, achievements, events and activities via social media and other available media.
- MNP Committee can initiate and operate independently within the scope of NRNA Australia.
- MNP Committee can run, organize and execute related activities to promote the NRNA Australia activities within the wider Nepali and Australian Community.
- No cost to be bearded by NRNA Australia unless it is passed from NCC.

Execution:

- Execute the project as planned and prepared by the Committee in line with current NCC.

Working within Taskforces and Committees:

- MNP Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- MNP Committee will dissolve once the new MNP Committee is formed by the newly elected NCC.



14. Walk for Welfare (WW) Taskforce

Background:

Walk for Welfare project aims to support for several philanthropic and humanitarian assistance (PHA) by conducting Walk for Welfare event every 2 years. The project aims to put an effort with a noble cause to improve human welfare without expecting in returns and can be considered as charity for noble cause. NRNA Australia has been actively conducting such projects from the time of its establishment and will keep continue working for such projects. It should be carried out with different theme each time. It also aims to run such event for other fund-raising charity events if needed and awareness of current social issues in Australia and in Nepal or any part of the world. This event is flagship event of the NRNA Australia to promote any issues that affects us as a community.

Members:

- There will be one WW Coordinator, one WW Deputy Coordinator and one WW Secretary nominated by the President but must be endorsed by the NCC.
- Coordinator of this Taskforce must be from social background who can run program to contribute in Nepal and Australia.
- The VP from each State and Territory will be member of this WW Taskforce.
- Coordinator can nominate 2 members.
- If more members are required, then the WW Taskforce will decide on number and person but the whole members must be in odd number.

Meeting:

- The task of WW Taskforce must be to hold Walk for Welfare program every 2 year. The formation of WW Taskforce should be formed at the beginning of the term.
- WW Taskforce must at least meet every 2 months to plan, prepare and execute the program.
- At the near to the Walk for Welfare program, the frequency of meetings may be many. There may be urgent meeting called by secretary with permission from Coordinator. The member must be prepared for the frequency of the meeting and must be able to give sufficient time to conduct the Walk for Welfare program successfully.



- The secretary of WW Taskforce must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- WW Taskforce must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Coordinator or the Secretary.
- After 2 weeks of the completion of the Walk for Welfare program, WW Taskforce must present report to the NCC of the program.

Proposal:

- WW Taskforce must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Taskforce must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- carry out Walk for Welfare program to support the awareness as well as fund raising program and any others as required for social cause and issues affecting the community.

Plan and Responsibilities:

- Brain storming State wide discussion on the potential activities and action plan.
- Conduct program in all States in collaboration with NCC, Nari Nikung, Youth Forum and SCC,
- Work out associated cost along with fund raising strategy and assist WW Taskforce to complete the program in time successfully.
- Initiate and take active role for sudden humanitarian assistance program in future.
- WW Taskforce can initiate and operate independently within the scope of NRNA Australia.
- WW Taskforce can run, organize and execute related activities to assist and promote social issues.



- No cost to be bearded by NRNA Australia unless it is passed from the NCC.

Execution:

- Execute the project as planned and prepared by taskforce in line with current NCC.

Working within Taskforces and Committees:

- WW Taskforce can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Taskforces:

- WW Taskforce will dissolve after 2 weeks of completion of the Conference and hand the report to the NCC. If there is delay in handing the report, the WW Taskforce will dissolve after 2 weeks of the Conference. The Coordinator must hand the report as soon as possible to the NCC.



15. Cultural Promotion and Management (CPM) Committee

Background:

Nepal's art, culture, heritage, customs, traditions and its natural beauties and traditional Nepali foods are our identity. They are our pride for all the Nepalese origin while staying overseas. Non-Resident Nepali Association Australia stands for its preservation, transformation and promotion within us as well as broader Australian communities since its inception in 2005.

Members:

- There will be one CPM Chairperson, one CPM Deputy Chairperson and one CPM Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this CPM Committee must be from cultural background and have sound knowledge about Nepali art, culture, language, heritage, music and foods and its overall dynamics of in Nepal and Australia.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the CPM Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- CPM Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the CPM Committee.
- The Secretary of CPM Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- CPM Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new CPM Committee is formed, the CPM Committee must present report to the NCC of the work done by the CPM Committee whether complete, in progress or just initiated. The new CPM Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- CPM Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Execute the project as planned and prepared by the CPM Committee in line with current NCC.
- Participate in multicultural events organized by different multicultural communities promoting Nepalese culture.
- Build strong and dynamic team to organize and mobilize our Nepalese culture event and programs on a timely basis to promote art, culture, heritage, customs, traditions and food.

Plan and Responsibilities:

- Execute the project as planned and prepared by taskforce in line with current NCC.
- To build a good working relationship with other organizations who are working in similar areas.
- To build a pool of potential cultural items and performers.
- To train second generation NRNs for the better future in this area.
- Prepare appropriate plan and run a program to promote Nepali art, culture, heritage, music and foods in this multicultural society.
- Support similar initiatives by other Nepalese community organizations.



- CPM Committee can initiate and operate independently within the scope of NRNA Australia.
- CPM Committee can run, organize and execute related activities to promote Nepali art, culture, heritage, music and foods in this multicultural society.
- No cost to be bearded by NRNA Australia unless it is passed from the NCC.

Execution:

- Execute the project as planned and prepared by taskforce in line with current NCC.

Working within Taskforces and Committees:

- CPM Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- CPM Committee will dissolve once the new CPM Committee is formed by the newly elected NCC.



16. Emergency and Rapid Response (ERR) Committee

Background:

This Committee was formed in the term 2017-2019 to tackle quickly the problems faced by people of Nepali origin. The aim of ERR Committee is to have greater community and Government agency involvement at the time of emergency. It also aims to provide support and help where needed within our community. It will also work to identify potential problems and will be proactive in providing awareness programs in all States. The idea is to have efficient team in each State with people from different profession to have efficient resolution to the issue. NRNA Australia can lead the potential victims to relevant professional as far as possible. ERR Committee is to build network of but not limited to Australian government agencies, Embassy of Nepal, Consulate offices in different States, community organizations, doctors, lawyers, migration advisors, business professionals, nurses, social workers and community workers and so on. The network will allow NRNA Australia to facilitate and channel victims to right path. NRNA Australia does not have resources to treat patient, prevent suicide, gamble problem, substance abuse and so on. NRNA Australia can play the good role of facilitator as people of Nepali origin looks for NRNA Australia as their first place of destination to seek help. NRNA Australia must have efficient Help Desk or contact point for all people of Nepali origin to contact when they need help.

Members:

- There will be one ERR Chairperson, one ERR Deputy Chairperson and one ERR Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this ERR Committee must be from social and emergency management and health background and person who is highly knowledgeable on dealing with social incidents, accidents and emergencies and similar issues.
- The VP of each State and Territory will be member of this ERR Committee.
- Chairperson can nominate 2 members.
- If more members are required, then the CPM Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- ERR Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time



given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.

- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the ERR Committee.
- The Secretary of ERR Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- ERR Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new ERR Committee is formed, the ERR Committee must present report to the NCC of the work done by the ERR Committee whether complete, in progress or just initiated. The new ERR Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- ERR Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- It is created to help those in need. As a society, we are growing and with this growth, we are facing different problems. One organization or a person may not be enough to help for those issues and victims. This network will provide right advice and guidance.
- Provide support for different issues from right people and will work on capacity building and helping to get support from government agencies or other agencies and organizations.
- Create contact point in every State who will direct the victims to right channel. State team will provide support from the ground level.



- ERR Committee is to sign MOU with different organizations so that people of Nepali origin can get help.
- ERR Committee is to find resources, agencies and organizations that deals with specific issues that is facing our community so that when the need arises, we can approach them.

Plan and Responsibilities:

- To assist and support all type of incidents and happenings instantly without the delay.
- To support similar initiatives by other Nepalese community organizations or individual.
- To sign MOU with different agencies.
- To work with different Nepalese associations like Australasian Nepalese Medical and Dental Association to help people of Nepali origin.
- To look for resources in each State like Orygen Youth Health in Victoria which provides free services for people with mental illness. Make a list for each State so that it can be shared and retrieved the information when required.
- To operate and make NRNA Australia Help Desk more functional and efficient.
- To instantly support, help and provide whatever is necessary to help victims in need of help from Nepalese community.
- ERR Committee can initiate and operate independently within the scope of NRNA Australia.
- VP of the ERR Committee or person delegated by the VP in each State or Territory where the accident happens, or victims resides, first to speak to the friends and families of the victims on what kind of assistance they require. It is important to fulfil their desire as practically as possible.
- VP of the ERR Committee or person delegated by the VP in each State or Territory where the accident happens, or victims resides, first to take permission from the friends and families of the victims if they require financial assistance from the NRNA Australia. If they require the financial assistance from NRNA Australia, VP of that State or Territory or person delegated by the VP will urgently file application for the funds from the NRNA Australia Welfare Fund. In some cases, friends or families have to fill up the application forms.
- In case of death, there will be either funeral in Australia or body repatriation to Nepal. Both missions need funds that may not be enough from the NRNA Australia Welfare Fund. In this case, ERR Committee will directly request funds from all over the Australia for funeral in Australia or body repatriation to Nepal. It is very important to include the disclaimer on the request that the surplus funds will be distributed equally to NRNA Australia Welfare Fund and NRNA Australia Disaster Relief Fund.



- In case of sickness due to the exact amount not known, ERR Committee will not directly involve on fund raising but liaison with Executive Committee to send notices to all public in Australia by the funds initiated by the family and friends of the victims with whichever medium is effective.
- ERR Committee to ask if the victims have any insurance. The first course is to seek help from insurance company to get financial assistance.
- ERR Committee to find organizations that provides financial assistance to the victims.
- ERR Committee to provide moral support to the family and friends of the death victims and provide moral and motivation to the sick victim.
- One member of the ERR Committee and one member of the NCC member from the State or Territory where the sick victim is to visit the sick person.
- ERR Committee to request the NRNA Australia Welfare Fund Committee to send the confirmation after the fund is released and act urgently to release the funds.
- ERR Committee to promote the importance of insurance.
- ERR Committee to recommend NRNA Australia Welfare Fund Committee in other types of accident like fire to release funds and find temporary accommodation solution and other kind solution based on the accident.
- ERR Committee can run, organize and execute related activities to look for resources that we might need in case of emergency.
- ERR Committee to direct the victims to right people for help like doctors, lawyers, social worker, psychologist and other professionals. The fees charged may be later reimbursed by the NRNA Australia Welfare Fund Committee if it is practicable and affordable.
- No cost to be bearded by NRNA Australia unless it is passed from NCC.

Execution:

- Execute the project as planned and prepared by the ERR Committee in line with current NCC.

Working within Taskforces and Committees:

- ERR Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives. ERR Committee must work closely with Domestic Violence Awareness Program and Management Committee, Mental Health Awareness Program & Management Committee, NRNA Australia Welfare Fund Committee, Charity and Grant Program Management Committee, Community, Embassy and Consulates Liaison & Promotion Committee, Student Support Committee, NRNA Australia Help Desk Committee and NRNA Australia Disaster Relief Fund Committee.



Dissolution of the Committee:

- ERR Committee will dissolve once the new ERR Committee is formed by the newly elected NCC.



17. Student Support (SS) Committee

Background:

The majority of our community members is students and especially international students who are vulnerable. NRNA should take appropriate initiation to support them where possible. Students are the future NRNA leaders too, so we need to educate them about NRNA Australia, help and engage them in different activities of NRNA Australia far as possible. The life of students is very hard as they have to manage studies, work and social life. They do not have enough time to take proper advice. SS Committee is formed so that there are awareness seminars held in every States to warn students of potential dangers they can face in life in Australia. NRNA Australia must look after, motivate and encourage students to use their full potential without any unexpected mishaps.

Members:

- There will be one SS Chairperson, one SS Deputy Chairperson and one SS Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be from student background who can organize, run and operate the different level support event, seminar, workshops to support the students.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the SS Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- SS Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the SS Committee.



- The Secretary of SS Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- SS Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new SS Committee is formed, the SS Committee must present report to the NCC of the work done by the SS Committee whether complete, in progress or just initiated. The new SS Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- SS Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- ERR Committee can initiate and operate independently within the scope of NRNA Australia.
- Assist students where possible to adapt the life of Australia.
- Liaise among students, agents, Department of immigration, colleges and universities Australian authority and Nepali authority so that they do not become victims.
- Run awareness campaign for students of the potential dangers in Australia and at the same time the benefits of Australian community.
- Liaise with Embassy of Nepal and Consulates in all over Australia to look for proper plan and policy to help students.

Plan and Responsibilities:

- ERR Committee can initiate and operate independently within the scope of NRNA Australia.



- Find out the challenges being faced by students in Australia and seek to resolve those issues with talking with relevant stakeholders.
- Teach students about the ways they can get help from agents, colleges and university to resolve their temporary issues.
- Work with agencies like Education Consultancy Association of Nepal (ECAN), Australian Education Consultants Alliance (AECA) and so on in Nepal to provide relevant information to students before arriving to Australia and after arriving in Australia.
- Provide information session about informing their rights to appeal, tax, laws of Australia and so on.
- Publish booklet and update it accordingly to give it to students so they know all the things about Australia.
- Help in finding accommodation, work and related issues faced by the students.
- Liaison with Ministry of Education in Nepal to provide correct information about the life in Australia when studying.
- Organize student seminar, workshop and information session on a timely manner for the benefit of students.
- Liaise with Embassy of Nepal and Consulates in all over Australia to look for proper plan and policy to help students.
- SS Committee can initiate and operate independently within the scope of NRNA Australia.
- SS Committee can run, organize and execute related activities to assist and help students.
- No cost to be bearded by NRNA Australia unless it is passed from NCC.

Execution:

- Execute the project as planned and prepared by taskforce in line with current NCC

Working within Taskforces and Committees:

- SS Committee can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- SS Committee will dissolve once the new SS Committee is formed by the newly elected NCC.



18. NRNA Australia Help Desk (NAHD) Committee

Background:

The Nepalese community has grown significantly in last decades. It is natural that more people, more issues. There are many issues faced by students and migrants. It has been a custom that the first organization that the people of Nepali origin seek is NRNA Australia. It is important that people of Nepali origin have first contact with NRNA Australia so that we can direct people in need to appropriate channel like finding accommodation, jobs, mental illness, domestic violence, law related issues and so on in their respective States.

NRNA Australia has identified that there needs to be central contact point for people of Nepali origin to call and connect. There needs to be a dedicated number where people of Nepali origin can call for help. It is also important that the person who is handling has enough expertise to direct people in need to right channel.

NRNA Australia has created the NAHD Committee who handles NRNA Australia Help Desk which has dedicated number. People from anywhere can call and place the people in need to find solution in their respective State and Territory. In order to be efficient and smart Help Desk, NRNA Australia from 2017-2019 term has used the service of Zen Desk - <https://www.zendesk.com>. It is very smart and sophisticated software and take voice calls, emails and so on when people call.

Members:

- There will be one NAHD Chairperson, one NAHD Deputy Chairperson and one NAHD Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be technology savvy to operate Zen Desk and pass the calls to appropriate channel, State or Territory for help.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- In this NAHD Committee, each VP from State and Territory must have same access as the members in their State and Territory for a back up so that we do not miss any urgent calls.
- Chairperson can nominate 2 members.
- If more members are required, then the NAHD Committee will decide on number and person but the whole members must be in odd number.



Meeting:

- NAHD Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the NAHD Committee.
- The Secretary of NAHD Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- NAHD Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new NAHD Committee is formed, the NAHD Committee must present report to the NCC of the work done by the NAHD Committee whether complete, in progress or just initiated. The new NAHD Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- NAHD Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- NAHD Committee can initiate and operate independently within the scope of NRNA Australia.
- NAHD Committee must successfully manage the Help Desk to support people of Nepali origin.



Plan and Responsibilities:

- NAHD Committee can initiate and operate independently within the scope of NRNA Australia.
- NAHD Committee must handle the call properly and listen to the issues faced by people in need.
- NAHD Committee must direct call to appropriate State and Territory where they are calling from.
- NAHD Committee must not miss any urgent calls.
- NAHD Committee must take feedbacks to improve the service of Help Desk.
- NAHD Committee must ensure faith in Nepalese community that the number really works and directs call to relevant State and Territory to solve the problem. In that case, VP of each State and Territory is very important as they have team and resources to help people in need.
- NAHD Committee must treat every call as important and listen to the problems and show empathy to callers.
- NAHD Committee must record every week the amount of calls or inquiries received from which State and Territory and their problems.
- NAHD Committee can run, organize and execute related activities to assist people who call for help.
- NAHD Committee must keep statistics so that we know as a society what are the main problems faced by people of Nepali origin in Australia.
- NAHD Committee may not at the time help people to right directions but make every effort to get back to caller with answer in reasonable time.
- No cost to be bearded by NRNA Australia unless it is passed from NCC.

Execution:

- Execute the project as planned and prepared by the NAHD Committee in line with current NCC

Working within Taskforces and Committees:

- NAHD Committee must work collaboratively with all the Taskforces and Committees within NRNA Australia to meet its goals and objectives to help the caller in need.

Dissolution of the Committee:

- NAHD Committee will dissolve once the new NAHD Committee is formed by the newly elected NCC.



19. Federal, State & Local Government Liaison & Lobby (FSLGLL) Committee

Background:

NRNA Australia is established in 2005 to unite all Non-Resident Nepali (NRNs) people throughout the Australia under an umbrella to form a unified and institutional movement to achieve the mutual benefit between all NRNs and people of Nepali origin. Our main aim is to lobby the Nepal Government to legislate in favor of all NRNs such as dual citizenship and creating favorable investment environment in Nepal which will benefit both NRNs and the people of Nepali origin. On the other hand, we equally need to work with Australia's Local, State and Federal Government for our community's betterment at large here in Australia. More than in Nepal, we need this Committee here in Australia to protect the interest of people of Nepali origin. The lobby in Nepal is done by ICC. We need lobby here in Australia as the policies and agendas of the government in Local, State and Federal will affect our life in Australia.

Members:

- There will be one FSLGLL Chairperson, one FSLGLL Deputy Chairperson and one FSLGLL Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be involved in Australian politics.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the FSLGLL Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- FSLGLL Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the FSLGLL Committee.
- The Secretary of FSLGLL Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- FSLGLL Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new FSLGLL Committee is formed, the FSLGLL Committee must present report to the NCC of the work done by the FSLGLL Committee whether complete, in progress or just initiated. The new FSLGLL Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- FSLGLL Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- To facilitate the communication between Local, State and Federal government of Australia.
- To find out the option how our community can get benefit by the Australian government's program in different areas such as education, students, migration, trade investment social and culture, work, housing, transport and so on.

Plan and Responsibilities:

- Explore needs for communication and relationship between NRNA and Australia's Local, State and Federal Government.
- Invite members from Australia's Local, State and Federal Government to our programs to promote the people of Nepali origin.
- Keep in touch with members from Local, State and Federal Government.
- Work with the Local, State and Federal government to facilitate and obtain different scale benefits such as grant, donation as well as other logical support to our community.



- Work out a possibility of having regular exchange program like meetings, seminar and other social program with Local, State and Federal government and its bodies.
- Prepare plan and how to best lobby for our interest in the Local, State and Federal government.
- Keep in touch and make friends with other migrants' groups so that we all can lobby together with common goals.
- Invite people from other migrants' groups and organizations to our events to build good relationship so that we can work together in future.
- FSLGLL Committee can initiate and operate independently within the scope of NRNA Australia.
- FSLGLL Committee can run, organize and execute related activities to enhance and strengthen the relationship between NRNA and Australia's Local, State and Federal Government and other migrants' organizations
- No cost to be bearded by NRNA Australia unless it is passed from Executive Meeting.

Execution:

- Execute the project as planned and prepared by the FSLGLL Committee in line with current NCC, ICC, Australia's Local, State and Federal Government and Government of Nepal.

Working within Taskforces and Committees:

- FSLGLL Committee may work collaboratively with Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- FSLGLL Committee will dissolve once the new FSLGLL Committee is formed by the newly elected NCC.



20. Nepal Festival (NF) Taskforce

Background:

Nepal Festival, a brand of NRNA Australia, being organized in the major states in every two years to preserve and promote Nepali tradition, culture, food, heritage, trade, business within Nepalese community and at the same time to promote our Nepali tradition, culture, food, heritage, trade, business to Australian community to maintain multicultural harmony in Australia. During Nepal Festival in Australia, NRNA Australia and its members will be engaged in promoting Nepal and Nepalese tradition, culture, heritage, food, trade, business in the major States of Australia by organizing mega programs by practicing and maintaining Nepali tradition, by establishing Nepal House where Nepali tradition, tourism and cultural heritage and diversity are displayed. Various Nepali cuisine and products being displayed for purchase will be put an effort to keep alive the Nepali heritage amongst us and multicultural nationalities who will be attending the festival and attract the attention and interest of the natives of these countries for Nepal promotion such as business and tourism. NRNA Australia wants to hold Nepal Festival in all 8 States and Territories. It is also important for NRNA Australia that in Nepal Festival we integrate with Australian community.

Members:

- There will be one NF Coordinator, one NF Deputy Coordinator and one NF Secretary. Deputy Coordinator will be nominated by the President but must be endorsed by the NCC.
- Coordinator of this Taskforce will be by default the President and Secretary will be the National General Secretary.
- The VP from each State and Territory will be member of this NFF Taskforce.
- Coordinator can nominate 2 members.
- If more members are required, then the WW Taskforce will decide on number and person but the whole members must be in odd number.

Meeting:

- The task of NF Taskforce must be to hold Nepal Festival every 2 year in all States and Territories. The formation of NF Taskforce should be formed at the beginning of the term.
- NF Taskforce must at least meet every 2 months to plan, prepare and execute the program.
- At the near to the Nepal Festival program, the frequency of meetings may be many. There may be urgent meeting called by Secretary with permission from Coordinator. The member must be prepared for the



frequency of the meeting and must be able to give sufficient time to conduct the Nepal Festival program successfully.

- The Secretary of NF Taskforce must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- NF Taskforce must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress. This report is given by the VP from each States and Territories.
- The program report handed after the conclusion of the Nepal Festival, VPs of each States and Territories must prepare report that at least contains date, objective, outcome and photos as bare minimum.
- After 2 weeks of the completion of the Nepal Festival program, NF Taskforce which represents VPs from each States and Territories must present report to the NCC of the program.

Proposal:

- NF Taskforce must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Taskforce must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Organize Nepal Festival in all States and Territories every 2 years.
- Utilize Nepal Festival as an opportunity to promote our identity, culture, tradition, business, food and create an atmosphere of showcasing our unity in diversity.
- Utilize the opportunity to promote Nepal as a tourism destination and as a potential place for making investment for people of Nepali origin and Australian community.
- Utilize this as an opportunity to raise funds for our charity projects if needed.
- Work with Embassy of Nepal and Consulates all over Australia to maintain harmony in multicultural Australia and promote Nepal.



Plan and Responsibilities:

- Each State to work out the feasibility of Nepal Festival and tentative timeframe.
- Work with local Nepalese CBOs to include in Nepal Festival so harmony among Nepalese community.
- Work out the appropriate calendar for all States and the dates for the Nepal Festival should be strategically practical.
- Work with Local and State government to get appropriate support in financial and other as appropriate.
- Prepare plan for each States and Territories to successfully conduct Nepal Festival.
- NF Taskforce can outsource its tasks to third party and concentrate only on formal program.
- NF Taskforce cannot invite guests or artists that may raise community debate or issues.
- NF Taskforce must plan in advance to invite members of the Local, State or Federal government and other organizations either Nepalese or from different background.
- NF Taskforce must prepare program outline in advance to give it to guests so that they know what they are meant to do in the Nepal Festival.
- NF Taskforce can initiate and operate independently within the scope of NRNA Australia.
- NF Taskforce can run, organize and execute related activities to promote Nepali art, culture, heritage, music and foods in this multicultural society.
- All costs to be managed by SCC for organizing Nepal Festival at respective States. It is important that the respective States make a feasibility plan and prepare budget. SCC are encouraged not to go beyond budget if it cannot be afforded. NRNA Australia in rare cases only supports financially if endorsed by the NCC in unforeseen circumstances.

Execution:

- Execute the project as planned and prepared by NF Taskforce in line with current NCC.

Working within Taskforces and Committees:

- NF Taskforce can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.



Dissolution of the Taskforces:

- NF Taskforce will dissolve after 2 weeks of completion of the Nepal Festival and VPs of each States and Territories hand the report to the NCC. If there is delay in handing the report, the NF Taskforce will dissolve after 2 weeks of the Nepal Festival. The VPs must hand the report as soon as possible to the NCC.



21. NRNA Australia National Conference (NAAC) Taskforce

Background:

NRNA Australia holds every 2 years the National Conference. In National Conference, there is Award Ceremony and AGM. There is also a Gala Dinner hosted where the Awardee are recognized. It is a 2-day event. In 2015-2017 term it was identified that the elected members of NRNA Australia took some time to understand the complex nature of this organization where it is operating in more than 80 countries and guided by the NRNA. There is ICC, NCC, SCC, Nari Nikung and Youth Forum in Australia. There is always a confusion among each body. Therefore, on second day of National Conference, there is workshop held by patrons and past presidents to newly elected members of the NRNA Australia to teach them about the objectives, mechanisms and working style within NRNA Australia.

The venue of the National Conference is changed every time and it is endorsed by the NCC to determine which city it may decide to hold National Conference. The program guide must be prepared in advance whether the guests will be or will not be invited. It may only for NRNA Australia members, officials, elected officials, advisors and patrons. The program guide will be endorsed by the NCC.

Members:

- There will be one NAAC Coordinator, one NAAC Deputy Coordinator and one NAAC Secretary will be nominated by the President but must be endorsed by the NCC.
- Coordinator of this Taskforce will be the President and Secretary will be the National General Secretary if not running for the election. In case, the National General Secretary is running for the election then the Secretary will be nominated by the President but must be endorsed by the NCC.
- There will be members from each State and Territory.
- Coordinator can nominate 7 members in NAAC Taskforce. It is recommended that all members be from the State or Territory that will be holding the National Conference.
- If more members are required, then the NAAC Taskforce will decide on number and person but the whole members must be in odd number.

Meeting:

- The task of NAAC Taskforce must be to hold National Conference at the end of the term usually on the month of August but prior to one month of the Global Conference in that year. The formation of NAAC Taskforce should be formed at the beginning of the term.



- NAAC Taskforce must at least meet every 2 months to plan, prepare and execute the program.
- At the near to the National Conference, the frequency of meetings may be many. There may be urgent meeting called by Secretary with permission from Coordinator. The member must be prepared for the frequency of the meeting and must be able to give sufficient time to conduct the National Conference successfully.
- The Secretary of NAAC Taskforce must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- NAAC Taskforce must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress. This report must be given from any members from each States and Territories or the Coordinator.
- The program report must be handed after the conclusion of the National Conference. Usually the report is handed by either the Coordinator or the Secretary.
- Secretary must prepare report that at least contains date, objective, outcome and photos as bare minimum.
- After 2 weeks of the completion of the National Conference, NAAC Taskforce must present report to the NCC of the program by the Secretary.

Proposal:

- NAAC Taskforce must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Taskforce must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Organize National Conference in States or Territories at the end of the term in the city endorsed by the NCC.
- Prepare, plan and execute the AGM in formal fashion successfully.
- Organize the open-door and closed-door sessions. If required there may be no open-door session but only closed-door session. It will be determined by the NAAC Taskforce.
- Plan, prepare, organize and execute the Gala Dinner.
- Plan, prepare, organize and execute the Award Ceremony.



- Plan, prepare, organize and execute the Oath Ceremony.
- Plan, prepare, organize and execute the Workshop the next day.
- Determine the day for the National Conference.

Plan and Responsibilities:

- Work out the feasibility of National Conference and budget must be maintained. It is not necessary to hold National Conference in expensive hotels.
- Work with local Nepalese CBOs to include in National Conference so harmony among Nepalese community is maintained in whichever city of the States or Territories are held.
- Work with Local and State government to get appropriate support in financial and other as appropriate.
- Plan, prepare, organize and execute the Gala Dinner.
- Plan, prepare, organize and execute the Award Ceremony.
- Plan, prepare, organize and execute the Oath Ceremony.
- Plan, prepare, organize and execute the Workshop the next day.
- Determine the day for the National Conference.
- NAAC Taskforce can outsource its tasks to third party and concentrate only on formal program.
- NAAC Taskforce cannot invite guests or artists that may raise community debate or issues.
- NAAC Taskforce must plan in advance to invite members of the Local, State or Federal government and other organizations either Nepalese or from different background for the open-door session.
- NAAC Taskforce must give some time to VP of States and Territories to demonstrate the work they have done so far.
- NAAC Taskforce must find the suitable place to hold the National Conference in a location and place that does not reflect negativity among members.
- NAAC Taskforce must set the fees for the Day 1 of the National Conference but cannot be lower than previous year. The lunch must be included on the fees besides the Gala Dinner.
- NAAC Taskforce must determine the mechanisms that all the members present in the Day 1 of the Conference has registered prior or on the day and paid the fees for the Conference.
- NAAC Taskforce must prepare program outline in advance to give it to guests so that they know what they are meant to do in the open-door session of the National Conference.
- National General Secretary will run the formal program in closed-door session where proposal is brought and voted. The agendas are discussed and voted. The comments and remarks by the members must be noted by the NAAC Taskforce Secretary or the National General Secretary.



- NAAC must demand that the National General Secretary requests for proposals and agenda well in advance and give notice to the members within the statutory time.
- NAAC Taskforce can initiate and operate independently within the scope of NRNA Australia.
- NAAC Taskforce can run, organize and execute the National Conference successfully to promote NRNA Australia and be inclusive in the multicultural Australia.
- All costs to be managed by NAAC Taskforce from the fees received and sponsorship if possible. It is important that the NAAC Taskforce make a feasibility plan and prepare budget. NAAC Taskforce are encouraged not to go beyond budget if it cannot be afforded. NRNA Australia in rare cases only supports financially if endorsed by the NCC in unforeseen circumstances for the National Conference.

Execution:

- Execute the project as planned and prepared by NAAC Taskforce in line with current NCC.

Working within Taskforces and Committees:

- NAAC Taskforce can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Taskforces:

- NAAC Taskforce will dissolve after 2 weeks of completion of the National Conference. NAAC Taskforce Secretary will hand the report to the NCC within 2 weeks of the Conference. If there is delay in handing the report, the NAAC Taskforce will dissolve after 2 weeks of the National Conference whether the reports handed or not. NAAC Taskforce Secretary must hand the report as soon as possible to the NCC so that future National Conference can be better.



22. NRNA Australia National Excellence Award (NANEA) Taskforce

Background:

Award is a way of recognizing the exceptional contribution, performance or achievement in the Nepalese community in Australia. And it is also an incentive to motivate the people for the community service. Non-Resident Nepalese Association Australia (NRNAA) as a community organization representing all the people of Nepali origin living in Australia have always acknowledged the exceptional contribution, outstanding performance or extraordinary achievements that people of Nepali origin have made in the community. And it is also the need of the Nepalese community in Australia.

In order to recognize their efforts and contributions, NRNAA has established this award system. This recognition will be known as NRNA Australia National Excellence Award (Award) and will be awarded every two year in the annual convention of NRNA Australia.

It is also an opportunity to share award winners' stories so that we can draw inspiration from them to serve and promote the interest of Nepalese community in Australia.

The aim of the NRNA Australia National Excellence Award is to recognize and reward exceptional performance demonstrated by Nepalese community members for their outstanding contributions that has significant impact on the Nepalese community.

This policy applies to NRNA Australia registered members and people of Nepali origin in Nepalese community in Australia who are not the registered members.

Members:

- There will be one NANEA Coordinator, one NANEA Deputy Coordinator and one NANEA Secretary will be nominated by the President but must be endorsed by the NCC.
- Coordinator of this Taskforce must be person who has experience in judging and determine the awardee following strict guidelines provided by this By-Law.
- There must be at least 1 member from each State by the recommendation of State Coordinator who will take recommendation from SCC, State Youth Forum, Nari Nikung, State Advisors, NCC member of that State or if there is National Office holder in that State then National Office holder.
- Coordinator can nominate 3 members in NANEA Taskforce
- If more members are required, then the NANEA Taskforce will decide on number and person but the whole members must be in odd number.



- While forming the NANEA Taskforce, NRNA Australia recommends having at least one continuing NANEA Taskforce member from previous year to have consistency and direct the process to make it more efficient.

Meeting:

- The formation of the NANEA Taskforce should be formed at the beginning of the term.
- NANEA Taskforce must at least meet every 2 months to plan, prepare and execute the program.
- At the near to the National Conference where the Award Ceremony will be held, the frequency of meetings may be many. There may be urgent meeting called by NANEA Secretary with permission from NANEA Coordinator. The member must be prepared for the frequency of the meeting and must be able to give sufficient time to conduct the Award Ceremony successfully.
- The Secretary of NANEA Taskforce must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- NANEA Taskforce must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress. This report must be given from any members from each States and Territories or the Coordinator.
- The Award Ceremony report must be handed after the conclusion of the National Conference or the any day the Award Ceremony is held
- NANEA Secretary must prepare report that at least contains date, objective, outcome and photos as bare minimum.
- After 2 weeks of the completion of the National Conference or the Award Ceremony, NANEA Taskforce must present report to the NCC of the Award Ceremony by the NANEA Secretary.

Proposal:

- NANEA Taskforce must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Taskforce must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.



Scope:

- Call for nominations.
- Receive nominations.
- Review nominations.
- Recommend awardee in each category for NRNA Australia Excellence Award to the President by the deadline declared in the given year.
- Announcement and call for nomination.
- Deciding on nominations and recommendations.
- Making decision on the nomination.
- Preparation of the Certificate for the Awardees.
- Informing and inviting to receive Award.
- Printing of the Certificates and preparation of the memento
- Preparing Report.
- What to do if no Nominations is received.
- Preparing the Short Introduction of the Awardee.
- Plan, prepare, organize and execute the Award Ceremony.

Plan and Responsibilities:

- Work out the feasibility of Award Ceremony and budget must be maintained.
- Work with local Nepalese CBOs all over States or Territories to find the right awardee for the year.
- Must publish the By-Law – Excellence Award Policy to public.
- Must publish the opening and closing of the nomination to all people of Nepali origin all over Australia using different media. No one should be excluded in this Award Ceremony.
- Work with Local and State government to get appropriate support in financial and other as appropriate.
- Plan, prepare, organize and execute the Award Ceremony.
- Determine the date of the Award Ceremony. It is highly recommended that it is held at the Gala Dinner in National Conference.
- Plan, prepare, organize and execute the logistics required for the Award Ceremony.
- Must coordinate with members of the States or Territories to purchase and place name of the awardee in each category.
- Must follow the By-Law – Excellence Award Policy to decide the awardee.
- NANEA Taskforce must prepare the short introduction of the Excellence Awardee before the Award is handed.
- NANEA Taskforce can initiate and operate independently within the scope of NRNA Australia.



- NANEA Taskforce can run, organize and execute the Award Ceremony successfully to promote NRNA Australia and be inclusive in the multicultural Australia.
- NANEA Taskforce can run, organize and execute the Award Ceremony so that it is fair and the member in the majority of public is satisfied with the recipient of the Award.
- NRNA Australia will support financially to purchase memento for the Excellence Awardee and any costs associated with handling the Award Ceremony. But the budget must be passed by the NCC so that the NANEA Taskforce works under the budget that can be afforded.
- NANEA Taskforce must advise the NAAC Taskforce that the Award Ceremony is held before the Oath Ceremony.
- NANEA Taskforce must check completeness of the nomination.
- NANEA Taskforce must check Award categories and eligibility.
- NANEA Taskforce must use contemporary norms, standards, practices and values in declaring the Awardee in addition to the By-Law – Award Policy.

Execution:

- Execute the project as planned and prepared by NANEA Taskforce in line with current NCC.

Working within Taskforces and Committees:

- NANEA Taskforce can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives. In addition, NANEA Taskforce must work closely with NAAC Taskforce to successfully conduct Award Ceremony and National Conference Gala Dinner.

Dissolution of the Taskforces:

- NANEA Taskforce will dissolve after 2 weeks of completion of the Award Ceremony. NANEA Taskforce Secretary will hand the report to the NCC within 2 weeks of the Award Ceremony. If there is delay in handing the report, the NANEA Taskforce will dissolve after 2 weeks of the Award Ceremony whether the reports handed or not. NANEA Taskforce Secretary must hand the report as soon as possible to the NCC so that Award Ceremony can be better.



23. National and State Election Commission (NSEC) Taskforce

Background:

There will be the National and State election every 2 years. Usually it occurs on the odd year. The election is usually held on the first week of July unless there are extraordinary circumstances and choose different dates.

The National and State Election Commission will conduct the election fair and transparent so that the public will have faith in the election process and members are elected democratically without any foul. If later there appears and it is proved that there has been manipulation in election, then the new election is called immediately prior to one month of the Global NRNA Conference.

The National State Commissioner will oversee all the State Election Commissions and the National Election Commission.

Members:

- There will be the National Election Commission with State Election Commissioner as members of the National Election Commission.
- There will be State Election Commission with State Commissioner with members in the State Election Commission.
- The President will nominate the National Election Commissioner with recommendation from the Executive Committee. The President will nominate National Deputy Election Commissioner and National Election Secretary endorsed by the Executive Committee.
- There will be 8 State Election Commissioner in the National Election Commission.
- The National Election Commissioner will nominate 5 members in the National Election Commission and 3 members in the IT team.
- If more members are required, the National Election Commissioner must get endorsed from the present members in the National Election Commission.
- The National Election Commissioner must have experience in handling the election or had been member of National Election Commission.
- The Vice President will nominate the State Election Commissioner with recommendation from the SCC, State Youth Forum, State Woman Forum, NCC members in the State and if there is National Office Bearers in that State then National Office Bearers.
- State Election Commissioner must have experience in election handling or had been the member of the State Election or National Election Commission.



- The Vice President will nominate State Deputy Election Commissioner and State Election Secretary will be endorsed by SCC, State Youth Forum, State Woman Forum, NCC members in the State and if there is National Office Bearers in that State then National Office Bearers.
- The State Election Commissioner will nominate 3 members in the State Election Commission and 2 members in the IT team.
- If more members are required, the State Election Commissioner must get endorsed from the present members in the State Election Commission.
- While forming the Taskforce, NRNA Australia recommends having at least one continuing Taskforce member from previous year to have consistency and direct the process to make it more efficient.
- State Election Commissioner can nominate 3 members in State Election Commission.
- If more members are required, then the members of the State Election Commission will decide on number and person but the whole members must be in odd number.
- While forming the NSEC Taskforce, NRNA Australia recommends having at least one continuing NANA Taskforce member from previous year to have consistency and direct the process to make it more efficient.

Meeting:

- The formation of the NSEC Taskforce should be formed at the beginning of the term.
- NSEC Taskforce must at least meet every 2 months to plan, prepare and execute the program.
- At the near to the Election, the frequency of meetings may be many. There may be urgent meeting called by National or State Election Secretary with permission from National or State Election Commissioner. The member must be prepared for the frequency of the meeting and must be able to give sufficient time to conduct the Election successfully.
- The National and State Election Secretary of NSEC Taskforce must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- NSEC Taskforce must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress. This report must be given by the National or State Election Commissioner.
- The Election report must be handed after 2 weeks of the conclusion of the Election.



- National and State Election Secretary must prepare report that at least contains date, objective, outcome and photos as bare minimum.
- After 2 weeks of the completion of the Election, National and State Election Secretary must present report to the NCC of recently concluded Election.

Proposal:

- NSEC Taskforce must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Taskforce must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Conduct fair and transparent election all over Australia
- Decide on the method of the election
- Recommend nomination fees to the NCC but must not be lower than the previous year.
- Recommend dates to the NCC in extraordinary case where it is not possible to conduct election as the By-Law calendar has mentioned.
- Announcement and call for nomination.
- Verifying the eligible voters again after the voters list given by the General Secretary

Plan and Responsibilities:

- Work out the feasibility of Election and budget must be maintained to conduct the Election.
- Discuss and plan with prospective candidates the efficient way to conduct fair and transparent Election.
- Determine, Request and Lobby the method of the Election to the NCC as NCC may have to endorse it.
- Must follow the By-Law – Election Guidelines and Policy.
- Work with other organizations to find the best way to conduct the fair and transparent Election.
- Plan, prepare, organize and execute the Election.
- Plan, prepare, organize and execute the logistics required for the Election.
- NSEC Taskforce can initiate and operate independently within the scope of NRNA Australia.
- NSEC Taskforce can run, organize and execute the Election successfully to promote NRNA Australia and be inclusive in the multicultural Australia.



- NSEC Taskforce can run, organize and execute the Election so that the public have faith on the results of the Election on NRNA Australia.
- NRNA Australia will not support financially to conduct the Election. The nomination fees must be used to budget the Election. In rare cases, NRNA Australia may support if endorsed by the NCC. The budget must be passed by the NCC so that the NSEC Taskforce works under the budget that can be afforded.
- NSEC Taskforce must check validity and completeness of the nomination.
- NSEC Taskforce must announce the results as soon as practicable by any medium it wishes to use.

Execution:

- Execute the project as planned and prepared by NSEC Taskforce in line with current NCC.

Working within Taskforces and Committees:

- NSEC Taskforce can work collaboratively with different Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Taskforces:

- NSEC Taskforce will dissolve after 2 weeks of completion of the Election. NSEC Taskforce Secretary will hand the report to the NCC within 2 weeks of the Election. If there is delay in handing the report, the NSEC Taskforce will dissolve after 2 weeks of the Election whether the reports handed or not. NSEC Taskforce Secretary must hand the report as soon as possible to the NCC so that Election can be better next time one month prior to the Global NRNA Conference.



24. One NCC One Investment One Employment (ONIOIE) Committee

Background:

Nepal has many resources and potentiality. It is needless to mention about its water, human, forest, mineral and herbal resources. Despite of having all these resources, Nepal has yet to do a lot to attract foreign investment from within Nepal and around the world. A country with many attributes is really lacked with the Foreign Direct Investment (FDI) and the current investment is not sufficient to meet the need of Nepal and Nepali.

Nepal can offer several business opportunities that the global investors are unaware of due to political stability. The improving political scenario within the country is highly motivating to all of us. We all NRN'S now must consider this situation and need to brainstorm about how we can be of assistance to Nepal for bringing the foreign investment from an entrepreneur from multinational companies. By default, NRN'S are the global advocates of Nepal.

The concept of FDI originally introduced in the late nineteenth century. FDI is simply an investment made by an individual or company in another country with their interest and complying the countries rules, regulation and guideline. Once introduced, FDI becomes really a burning topic and controversial issue in international economics. FDI for developing country is an integral part and a major catalyst to development.

The FDI in Nepal is not as expected as it is to be. Currently the foreign investors are highly interested and keeping their eye on investment in Nepal. In such situation NRN's as well as Government of Nepal need to work closely and in collaboration with different countries and investors whether individual or company. In general, as of today less than 1000 different investment projects were carried on as a FDI investment stream and among them more than 40 % came from India, and the rest came from China, USA, Japan, Singapore, UK, South Korea, Thailand, Philippines, Germany, Taiwan, Bangladesh, Pakistan, Australia, Canada, Malaysia, Finland and so on.

Members:

- There will be one ONIOIE Chairperson, one ONIOIE Deputy Chairperson and one ONIOIE Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be involved in social business and social investment.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.



- If more members are required, then the ONOIOE Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- ONOIOE Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the ONOIOE Committee.
- The Secretary of ONOIOE Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- ONOIOE Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report at the end of the term must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new ONOIOE Committee is formed, the ONOIOE Committee must present report to the NCC of the work done by the ONOIOE Committee whether complete, in progress or just initiated. The new ONOIOE Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- ONOIOE Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.



Scope:

- ONOIOE Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.
- Global NRNA as an institution or on an individual capacity can do a lot to bring investment in Nepal. There are many obstacles, problems and hassles while investing in Nepal. Members of NRNA Australia can be an investment ambassador to liaise, educate and motivate all such investors with such dilemma in their mind. Investor can be registered members and general members of NRNA Australia, NRNs in Australia and Second Generation NRNs in Australia and foreign investors.
- Promote to the wider public all over Australia the benefit of the FDI.
- It must ensure that the FDI movement generates at least 1 investment from each NCC around the world by providing at least one employment to Nepali in Nepal with any investment suitable for the investor on an individual or capacity of the company.
- It is to ensure that FDI will increase the economy, GDP and employment in Nepal.
- NRNA Australia is to play the role to facilitate on how to operate, how to implement, how to make it sustainable and how to repatriate the return on investment.
- NRNA Australia to liaison with different agencies and governments in all over the world.

Plan and Responsibilities:

- Explore needs for communication and relationship between NRNA and Australia's Local, State and Federal Government.
- ONOIOE Committee to with or without the assistance of Global NRNA to find the innovative way of marketing different areas of investment in Nepal to the global investors and NRN investor in Nepal. Each NCC has the role that to create at least 1 investment and 1 employment in Nepal every term. In a simple math we will be creating 80 more jobs and 80 different investment in Nepal in every 2 years.
- ONOIOE Committee to work with Embassy of Nepal to lobby in Nepal to creating political stability.
- ONOIOE Committee to facilitate training in Vocational Training and Skilled Labor to be ready when the investment occurs, and they are job ready.
- ONOIOE Committee to work with Embassy of Nepal to lobby in Nepal to creating peaceful and investment friendly environment.



- ONOIOE Committee to work with Embassy of Nepal to lobby in Nepal to development of basic infrastructure
- ONOIOE Committee to work with Embassy of Nepal to lobby in Nepal to signing more bilateral and multilateral trade agreement with different agencies and countries.
- ONOIOE Committee to promote and run workshop all over Australia the benefit of FDI so that the NRNs in Australia will invest in one industry as an individual, group or company. Work out a possibility of having regular exchange program like meetings, seminar and other social program with Local, State and Federal government and its bodies.
- Prepare, plan and execute and set example here in Australia about one investment and one employment in Nepal and create NCC Investment Ambassador in all the chapter of Global NRNA.
- NRNA Australia to work with Embassy to lobby in Nepal with the Government of Nepal in especially Ministry of Foreign Affairs, Ministry of Industry, Nepal Investment Board, Ministry of Finance, Nepal Rastra Bank which will the FDI in Nepal.
- ONOIOE Committee can initiate and operate independently within the scope of NRNA Australia.
- ONOIOE Committee can run, organize and execute related activities to enhance and strengthen the relationship between NRNA Australia and Australia's Local, State and Federal Government and other migrants' organizations for the FDI initiation.
- No cost to be bearded by NRNA Australia unless it is passed from Executive Meeting.
- ONOIOE Committee may if possible hold every 2 years the flagship program for NRNA Australia to promote FDI in Nepal.
- ONOIOE Committee to promote and demonstrate the positive impact it can happen to Nepal and Nepali by each NCC investing in same or different sector to create at least one employment in Nepal.
- ONOIOE Committee must research, brainstorm and find a better way to increase FDI in Nepal.

Execution:

- Execute the project as planned and prepared by the ONOIOE Committee in line with current NCC, ICC, Embassy of Nepal, Australia's Local, State and Federal Government and Government of Nepal.
- ONOIOE Committee must work with different Nepali organizations and groups to promote FDI among themselves and execute the program so that investment can happen within Nepali organizations or groups in Nepal.



Working within Taskforces and Committees:

- ONOIOE Committee may work collaboratively with Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- ONOIOE Committee will dissolve once the new ONOIOE Committee is formed by the newly elected NCC.



25. NRNA Australia Disaster Relief Fund (NADF) Committee

Background:

A natural disaster is a major adverse event resulting from natural processes of the Earth and the examples are but not limited to floods, hurricanes, tornadoes, volcanic eruptions, earthquakes, tsunamis, and other geologic processes. A natural disaster can cause loss of life or damage property, and typically leaves some economic damage in its wake, the severity of which depends on the affected population's resilience, or ability to recover and also on the infrastructure available.

An adverse event will not rise to the level of a disaster if it occurs in an area without vulnerable population. In a vulnerable area, as in Nepal during the 2015 earthquake, can have disastrous consequences and leave lasting damage. The damage which can require years to repair.

NRNA Australia must play the role to assist the victims in whatever way possible to comfort them in times of need. The victims may need financial assistance or people labor to build their life from scratch. NRNA Australia had in the past played a significant role in Disaster areas by providing nurses, social workers, counselors and provide funds in situation like earthquake and flood. It can happen anywhere in the world. In 2019, NRNA Australia for the first time showed some simple gestures to the Australian farmers due to no rain. NRNA Australia tried to support by providing small donation and some labor help if required.

We all know that other agencies and governments do provide assistance. But that is never enough. As a community-based organization, it is our social responsibility to assist directly through NRNA Australia or indirectly through other reputed agencies. NRNA Australia can also promote disaster relief work done by reputed non-for-profit organizations.

Members:

- There will be one NADF Chairperson, one NADF Deputy Chairperson and one NADF Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be involved in disaster relief expertise or have been involved as volunteer in any disaster relief operation around the world.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.



- If more members are required, then the NADF Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- NADF Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the NADF Committee.
- The Secretary of NADF Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- NADF Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report at the end of the term must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new NADF Committee is formed, the NADF Committee must present report to the NCC of the work done by the NADF Committee whether complete, in progress or just initiated. The new NADF Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- NADF Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.



Scope:

- NADF Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.
- NADF Committee must plan, prepare and be ready prior to the disaster occurring so that NADF Committee and NRNA Australia can act quickly.
- If there has been a disaster anywhere around the world, ONOIOE Committee must be ready to help and bring the proposal to the NCC in the quickest possible way to tackle the situation. NCC must urgently call meeting to discuss whether it can help directly, whether it can help indirectly or whether it can assist the programs already run by the agencies or government in the area of disaster.
- In times of disaster, even though person labor with expertise is important, the funds plays more important role. NADF Committee must conduct campaign or programs to top of the NRNA Australia Disaster Relief Fund than previous year. Unless the By-Law is there for NRNA Australia Disaster Relief Fund, the distribution of the fund is recommended by the NADF Committee and endorsed by the NCC. The requested amount may increase or decrease depending on the fund with NRNA Australia Disaster Relief Fund.
- NRNA Australia to liaison with different agencies and governments in all over the world to have the best policy to tackle natural disaster.

Plan and Responsibilities:

- NADF Committee must conduct at least one fundraising program to top of the NRNA Australia Disaster Relief Fund.
- At the time of natural disaster if it is endorsed by the NCC then NRNA Australia will seek donations from NRNs in Australia.
- At the time of natural disaster ONOIOE Committee can plan, organize and execute to take the expert people at the scene of the disaster to assist the victims.
- At the time of the disaster, NRNA Australia can assist the fund-raising program already conducted by the reputed agencies.
- NADF Committee must mainly focus on the natural disaster in Australia and Nepal and give more priorities to those two countries. Nevertheless, NRNA Australia will provide assistance to natural disaster around the world.
- In absence of By-Law, NADF Committee with endorsement from the NCC will distribute funds or raise funds using different channels like Go Fund Me.



- NADF Committee can initiate and operate independently within the scope of NRNA Australia.
- NADF Committee can run, organize and execute related activities to increase the funds in the NRNA Australia Disaster Relief Fund.
- No cost to be bearded by NRNA Australia unless it is passed from the NCC.
- NADF Committee must research, brainstorm and find a better way to help people and country in times of natural disaster.
- NADF Committee must include different Nepali organizations and groups to raise fund in times of natural disaster so all the funds are channeled through NRNA Australia.
- NADF Committee must ensure that the funds are reached to the victims.
- NADF Committee must make a mechanism to check if the funds are reached to the victims if a third party is used to distribute funds.
- NADF Committee may seek the assistance of Global NRNA Secretariat to release funds to the victims.

Execution:

- Execute the project as planned and prepared by the NADF Committee in line with current NCC.
- NADF Committee must work with different Nepali organizations and groups to raise fund in times of natural disaster.

Working within Taskforces and Committees:

- NADF Committee may work collaboratively with Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- NADF Committee will dissolve once the new NADF Committee is formed by the newly elected NCC.



26. Association of Nepalese Organizations in Australia (ANOA) Committee

Background:

Global NRNA movement started around 2003 as there was a need for people of Nepali origin losing their Nepali identity. Even more the sense of helping and importance of Nepal grew among people living abroad as they missed Nepal. They wanted to contribute to Nepal their skills and money. Global NRNA movement started with dual citizenship and it was very catchy slogan for people living abroad. NRNA Australia was established in 2005 to help the Global NRNA movement and at the same time to unite all Non-Resident Nepali (NRNs) people throughout the Australia under an umbrella organization to form a unified and institutional movement to achieve the goal of dual citizenship. Now that campaign has nearly ended. The Global NRNA must come up with some other programs to keep the NRNA movement alive. The NCC in every country is the by-product of Global NRNA movement.

Around 2005 in Australia, there were not many people of Nepali origin. But now in 2019 it has grown significantly, and the Government of Nepal has seen the significance of opening the Embassy of Nepal in Australia.

Now without proper guidance of the Global NRNA, NRNA Australia must think of something else to sustain and help the community in Australia. Many people of Nepali origin have taken Australian citizenship. That mean they are Nepalese Australian. The more important thing of being Australian citizen is that gives Nepalese Australian a right to vote. The right to vote is very important right an individual can have.

If we look at the history, in Australia it was only in 1902 that woman was allowed to vote. And only in 1962 that all Aboriginal Australians were allowed to vote in Australia. In India which is close to Nepal, the voting right to woman was given on 1950. In China which is also close to Nepal, the right to vote for woman granted on 1949 and in Nepal, woman got the right to vote in 1951.

It is natural that in Australia many Nepalese Australian vote and it is compulsory voting in Australia. NRNA Australia is nonpolitical organizations so it cannot support or mix with any one political party. But NRNA Australia can lobby to government, opposition and other minor parties for the interest of people of Nepali origin and Nepalese community in large.

On of the objective of NRNA Australia is also to promote and protect the interests of the NRN in Australia. NRNA Australia is the largest Nepali organization in Australia. It has more lobby power. It can also be the organizations that includes



all the Nepali community groups, clubs and organization on to one umbrella and make it even larger to promote and protect the interests of the NRN in Australia.

Now NRNA Australia must shift its focus on the work it does. NRNA Australia must Think Global, Act Local. It was a milestone in Nepalese community on 3rd Regional Oceania Conference organized by ICC in association with NRNA Australia held in Sydney on 11 May 2019 that on the Conference, Honorable David Coleman, MP and Member for Banks of New South Wales from Liberal Party who is the Minister for Immigration, Citizenship and Multicultural Affairs announced that if the government is formed in the election then the government will grant one million Australian dollar to Nepalese community in Sydney to build Nepalese Community Centre. The next day the opposition party from the Labor government also announced that they will grant the same amount if elected. Nepalese community gained benefit whichever way the results went.

It is also important that the NRNA Australia cares for the second generation Nepalese Australian and create leaders in mainstream Australia.

NRNA Australia even though must follow the Global NRNA Constitution, we have made a slight change in our Constitution to allow Nepali based organization to join NRNA Australia and become members. They can be Associate members. The one single organization which will have registered members plus all the organizations in Australia joins the movement of NRNA Australia then certainly we will create better harmony in multiculturalism Australia and promote and protect the interests of the NRN in Australia. We must follow the laws of Australia and be a good citizen in this great country of Australia where Australia has accepted us as one of them and embrace multiculturalism in the mainstream Australian community.

Members:

- There will be one ANOA Chairperson, one ANOA Deputy Chairperson and one ANOA Secretary endorsed by the ANOA Committee where all presidents of the groups, clubs and organization will be members if they are registered with NRNA Australia. Unless the By-Law is made, it is decided on consensus or voting.
- In this Committee only there can be a one ANOA Treasurer if required by the ANOA Committee. Treasurer will be selected as same process as ANOA Chairperson, ANOA Deputy Chairperson and ANOA Secretary.
- There will be one member from each State and Territory by the endorsement from the ANOA Committee as recommended by the NCC. They will be ANOA Coordinator for that State or Territory. Even though there is already ANOA Chairperson, ANOA Deputy Chairperson, ANOA



Secretary and ANOA Treasurer from that State or Territory, there will still be ANOA Coordinator for that State or Territory.

- Chairperson can nominate 3 executive members.
- If more executive members are required, then the ANOA Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- ANOA Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the ANOA Committee.
- The Secretary of ANOA Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.

Reporting:

- ANOA Committee must report to NCC and to general associate members of the ANOA Committee who are not executive members, ANOA Chairperson, ANOA Deputy Chairperson, ANOA Secretary and ANOA Treasurer and ANOA Coordinator every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress or ANOA Committee to send emails about the update through any reasonable medium that will be received by the general associate members.
- The program report at the end of the term must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new ANOA Committee is formed, the ANOA Committee must present report to the NCC of the work done by the ANOA Committee whether complete, in progress or just initiated. The new ANOA Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC or work endorsed by the general associate members and execute it to complete it.
- Unless the By-Law is made especially for the ANOA Committee, the reporting or any other work should be done as stated in this By-Law.



Proposal:

- ANOA Committee must bring proposal to the NCC and all the members of the ANOA Committee whether they hold any positions within the ANOA Committee for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC and all the members of the ANOA Committee. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- ANOA Committee must bring proposal to the NCC and all the members of the ANOA Committee for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.
- ANOA Committee on request to NRNA Australia must open the separate account for the ANOA Committee.
- Unless the By-Law is made only 10 dollars are kept for NRNA Australia and rest goes to the account of ANOA Committee.
- ANOA Committee must plan, prepare and execute programs, projects or workshops to include all the groups, clubs and organizations in to NRNA Australia.
- ANOA Committee must plan, prepare and execute programs, projects or workshops to create next leaders in any field for the second generations and beyond in the Australian community.
- ANOA Committee to create robust networks and interconnectivity among all the groups, clubs and Nepali organizations and to launch second generation and beyond youth networks and programs.
- ANOA Committee must work, plan, make strategy and execute any policy or programs for the benefit of people of Nepali origin following the laws of Australia.

Plan and Responsibilities:

- ANOA Committee may conduct at least one fundraising program to top of the funds in ANOA Committee to do programs, workshops and seminars.
- ANOA Committee must conduct at least conduct one formal program or conference where ANOA Committee must invite members of the government, members of the opposition, members of minorities parties or individual MP or Senators in the Parliament, all Nepali groups, clubs or



organizations whether they are paid general associate members or not and other migrants community organizations.

- ANOA Committee must plan the program or conference in advance if it is intended to invite above parties.
- ANOA Committee can initiate and operate independently within the scope of NRNA Australia.
- ANOA Committee can run, organize and execute the program successfully to promote NRNA Australia within the Nepali groups, clubs and organizations so that they can join the NRNA Australia to be the lobby organization for the welfare and interest of the people of Nepali origin.
- ANOA Committee must have good relationship with all forms of governments and organizations.
- ANOA Committee must keep records of contacts and addresses of all forms of governments and organizations.
- ANOA Committee must run programs, workshops and seminars for second generations Nepalese and beyond to fully utilize their skills in their areas of interests.
- ANOA Committee can run, organize and execute any programs so that the public have faith on the NRNA Australia.
- ANOA Committee must ensure that NRNA Australia is the first contact point for all Australian organizations, governments and opposition in State and Federal Level. NRNA Australia is first contact point for individual NRNs in need but now it should be contact point for all.
- ANOA Committee must work closely with Community, Embassy and Consulates Liaison & Promotion Committee and share the feedbacks and comments from the community. ANOA Committee must take every feedbacks and comments positively to increase faith in the NRNA Australia in wider Nepalese community.
- ANOA Committee must make plan and policies to lobby for the people of Nepali origin on the following areas but not limited to only below areas:
 - Nepali Language
 - Preservation of Culture and Heritage
 - Community Buildings and Centers around Australia
 - International Students
 - Changes in government policies relating to citizenship, permanent residency and family visas
 - Health and Wellbeing of Nepali Community including Mental Health
 - Education for people of Nepali origin
 - Sports for people of Nepali origin
 - Domestic Violence within our community



Execution:

- Execute the project as planned and prepared by the ANOA Committee in line with current NCC.

Working within Taskforces and Committees:

- ANOA Committee must work collaboratively with all the Taskforces and Committees within NRNA Australia to meet its goals and objectives to bring groups, clubs and organizations into the umbrella of NRNA Australia.

Dissolution of the Committee:

- ANOA Committee will dissolve once the new ANOA Committee is formed by the newly elected NCC.



27. Nepali Paathsala (NP) Committee

Background:

Our values, tradition, culture, heritage and literatures are our pride for all the Nepalese origin while staying overseas. With the grown of second generation of Nepalese and beyond in Australia, encouraging Nepali Language and its value to our second generation is very important and we encourage our future generation to get involved to preserve our language alive. It is very important that there is Nepalese school in each suburb of every State and Territory. It would be a great day when the Nepali language is included in the school curriculum.

Members:

- There will be one NP Chairperson, one NP Deputy Chairperson and one NP Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be involved with teaching Nepali language.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the NP Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- NP Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the NP Committee.
- The Secretary of NP Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- NP Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report at the end of the term must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new NP Committee is formed, the NP Committee must present report to the NCC of the work done by the NP Committee whether complete, in progress or just initiated. The new NP Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- NP Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Scope:

- Developing the same course content in all State and Territory and to be implemented in all PATHSHALA in all over Australia.
- Promote Nepali Language and its value among the second generation and beyond of NRN in Australia.
- Preserve and promote Nepali Language as language is the most essential fundamentals to identity and culture.
- Liaison with Embassy of Nepal to lobby Minister of Education to provide curriculum specially for Australian context and modern context as it is responsibility of the Government of Nepal to preserve Nepali language all over the world.
- Liaison with Local, State and Federal government to seek grants and assistance in building schools to teach Nepali language and include in school curriculum.

Plan and Responsibilities:

- Facilitate and form good relationship with current Nepali language school all over Australia.
- Establish NRNA Australia as a point of contact for uniform curriculum to teach Nepali language all over Australia.



- Keep in constant touch with all language schools around Australia to take feedback and comments so that NRNA Australia can find better way to teach Nepali language which enable second generation and beyond Nepalese Australian.
- Help establish PATHSHALA all over Australia.
- Hold Conference every 2 years so that teachers and school can share their experiences to make the teaching more attractive for second generation and beyond Nepalese Australian
- Coordinate with all Nepali language schools and other literary organizations in Australia.
- Work closely with Charity and Grant Program Management Committee and National Public Officer of NRNA Australia for grants.
- Apply for government grant for school so that more material can be bought for students.
- Organize different programs to promote Nepali language and literature for second generation and beyond Nepalese Australian.
- Involve second generation and beyond Nepalese Australian in Nepali dance and music as it is the best way to learn language and culture.
- Support any organizations that promotes dance and culture specially to second generation and beyond Nepalese Australian and not for first generation Nepalese Australian.
- Make good relationship with not only language school in Australia but around the world so that we can share the limitations and challenges to teach Nepali language to second generation and beyond Nepalese Australian.
- Train teachers so that they can better teach Nepali language to second generation and beyond Nepalese Australian.
- If quality teachers need minimum salary for teaching, then we can encourage to produce quality teachers. But the funds must come from grants or endorsed by NCC or SCC.
- Work closely with different groups, clubs and organizations to influence their members to bring their child to school in busy hectic life style.
- Promote the benefits of the learning Nepali language to parents of second generation and beyond Nepalese Australian so they can send their children to school even though it is hectic schedule for some students.
- Work closely with parents and pass this message to schools around school to be flexible in timing and day of teaching so that most students can come and learn Nepali language.
- NP Committee can initiate and operate independently within the scope of NRNA Australia.
- NP Committee can run, organize and execute related activities to promote Nepali language in this multicultural society.
- No cost to be bearded by NRNA Australia unless it is passed from the NCC.



Execution:

- Execute the project as planned and prepared by the NP Committee in line with current NCC.

Working within Taskforces and Committees:

- NP Committee may work collaboratively with Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- NP Committee will dissolve once the new NP Committee is formed by the newly elected NCC.



28. Travel and Tourism Promotion (TTP) Committee

Background:

Tourism is the key part in contributing to the Nepal's economy. Nepal has rich culture, heritage, customs, traditions and its natural beauties for visitors to visit Nepal. The visitors can be within Nepal or outside Nepal. NRNA Australia stands for its preservation, transformation and promotion of tourism within us as well as with broader Australian communities. The main objective is to promote Nepal to wider Australian community so that it helps create better economy for Nepal. The growth in tourism will create jobs and helps Nepal's GDP. NRNA Australia supports any programs conducted by any organizations to promote Nepal for tourism.

Members:

- There will be one TTP Chairperson, one TTP Deputy Chairperson and one TTP Secretary nominated by the President but must be endorsed by the NCC.
- Chairperson of this Committee must be involved with teaching Nepali language.
- There will be one member from each State and Territory by the recommendation of Vice President of each State and Territory and endorsed by the SCC.
- Chairperson can nominate 2 members.
- If more members are required, then the TTP Committee will decide on number and person but the whole members must be in odd number.

Meeting:

- TTP Committee must have meeting at least every 2 months. It may be face to face or any other medium. There must be sufficient notice time given and agenda must be taken from members. The agenda must be made available at least 2 days prior to meeting by the Secretary.
- There may be urgent meeting called by Secretary with permission from the Chairperson. The member must be prepared for the frequency of the meeting and must be able to attend meeting to conduct the work of the TTP Committee.
- The Secretary of TTP Committee must use the By-Law of meeting agenda and minutes from the NRNA Australia BY-LAW - MEETING AGENDA AND MINUTES OF THE MEETING GUIDELINES - No 4.



Reporting:

- TTP Committee must report to NCC every 2 months by attending the NCC meeting or via other means about the progress of the work whether initiated, completed or work in progress.
- The program report at the end of the term must contain date, objective, outcome and photos as bare minimum. Usually the report is handed by either the Chairperson or the Secretary.
- At the end of the term before new NP Committee is formed, the TTP Committee must present report to the NCC of the work done by the TTP Committee whether complete, in progress or just initiated. The new TTP Committee will take over the uncomplete work endorsed by the NCC or initiated work endorsed by the NCC and execute it to complete it.

Proposal:

- TTP Committee must bring proposal to the NCC for the year. The proposal may be passed or rejected. The proposal must contain the budget and budget needs to be passed from the NCC. The Committee must be ensuring that their plan can be self-sustained by other means as grants, sponsorship and other means.

Plan and Responsibilities:

- The Australian who have just visited Nepal is the great ambassador for tourism in Nepal. Please maintain good relationship with them with the help from Embassy of Nepal and Consulates all over Australia.
- Maintain good relationship with Embassy of Nepal and Consulates in all over Australia share the database of Australian who have visited Nepal to invite them in the programs and request to invite their friends.
- Work closely with Nepal Festival Taskforce and request them to make programs for wider Australian community to promote Nepal. Encourage them not to make programs intended only for Nepalese. The aim of the Nepal Festival has changed since the first Nepal Festival.
- Encourage second generation and beyond Nepalese Australian visit Nepal and bring along their friends with them.
- Liaison closely with Embassy of Nepal and Consulates all over Australia.
- Work in collaboration with Nepali organizations that promotes Nepal like MoMo Festival in Melbourne.
- build a good working relationship with other organizations who are working in similar tourisms areas to promote Nepal tourism.
- Build partnership with Global NRNA to lobby with Ministry of Culture, Tourism and Civil Aviation to build better airport and build international



airport outside Kathmandu to handle the huge numbers of visitors to Nepal.

- Work with Nepal Tourism Board to promote tourism in Australia. Request for materials that will promote Nepal tourism in Australia. Request for funds to promote Nepal tourism with Nepal Tourism Board.
- Work closely with Tourism Ambassador appointed by Nepal Tourism Board to promote Nepal tourism in Australia
- Build a pool of potential tourism business stakeholders to gather information and promote Nepal tourism.
- Support initiative of Nepal Tourism Board like Visit Nepal 2020.
- Support initiative of tourism of Global NRNA.
- Plan, prepare and execute Nepal tourism program every 2 years if possible and invite members from the Australian community.
- TTP Committee can initiate and operate independently within the scope of NRNA Australia.
- TTP Committee can run, organize and execute related activities to promote Nepal tourism to wider Nepalese community.
- No cost to be bearded by NRNA Australia unless it is passed from the NCC.

Execution:

- Execute the project as planned and prepared by the TTP Committee in line with current NCC.

Working within Taskforces and Committees:

- TTP Committee may work collaboratively with Taskforces and Committees within NRNA Australia to meet its goals and objectives.

Dissolution of the Committee:

- TTP Committee will dissolve once the new TTP Committee is formed by the newly elected NCC.

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Amendment

This initial By-Law can only be amended wholly or partly to change the scope of the By-Law by Special General Meeting or Annual General Meeting.

However, Executive Committee can insert (or add) words, sentences, or paragraphs in this By-Law where some important clauses have been missed or to make it in line with current trend and not changing the in initial intention of the By-Law. Executive Committee also can strike out and insert (or substitute) words, sentences, or paragraphs of this By-Law to make it more robust. But it must not change the intention of the initial By-Law.

If the Executive Committee wants to change or amend the initial purpose of this By-Law then it must be passed through Special General Meeting or Annual General Meeting.

If this By-Law is against the law of Australia, then Executive Committee must make change to the extent of only making it legal.

If this By-Law is inconsistent with Constitution of NRNA ICC and NRNA Australia, then Executive Committee must make change to the extent of making it consistent with the Constitution of NRNA ICC and NRNA Australia.