



Manahari Development Institute Nepal (MDI Nepal)

Report of the 24th Annual General Assembly Meeting

Date

22 Kartik 2082 (8 November 2025)

Venue

**Bhandara Agro Farm
Bhandara, Chitwan Nepal**

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1. Introduction

The Annual General Assembly (AGA) of MDI Nepal for the fiscal year 2081/82 (2024/25) was convened on 8 November 2025 at Bhandara Agro Farm, Bhandara, Chitwan, Nepal. The meeting was organized in accordance with the organization's statute and prevailing regulatory provisions governing non-governmental organizations in Nepal. The AGA served as the highest decision-

making forum of the organization, providing an opportunity for members to collectively review progress, assess institutional performance, and deliberate on future directions.

The assembly was attended by executive committee members, general members, staff, and invited guests. The setting at Bhandara Agro Farm provided a conducive environment for structured discussion, reflection, and interaction among participants. The meeting emphasized transparency, accountability, and participatory governance, reinforcing MDI Nepal's commitment to responsible institutional management.

The primary purpose of the AGA was to review the annual progress of the organization, discuss achievements and challenges encountered during the reporting period, and gather feedback and guidance from members. The meeting also aimed to strengthen shared ownership of the organization's mission and ensure alignment of future activities with institutional objectives.

2. Objectives of the Meeting

The specific objectives of the Annual General Assembly were as follows:

- To formally review and document the annual progress and achievements of MDI Nepal for the fiscal year 2081/82 (2024/25).
- To provide financial status of MDI Nepal for the fiscal year 2081/82 (2024/25).
- To provide members with a comprehensive overview of programme implementation, institutional performance, and organizational status.
- To facilitate constructive discussion and reflection on challenges, lessons learned, and areas for improvement.
- To promote transparency and accountability through open sharing of information and dialogue among members.
- To collect feedback and suggestions from members to guide future planning and organizational strengthening.



3. Programme Schedule and Methodology

The Annual General Assembly was conducted in line with the pre-approved programme schedule (Annex-I). The agenda was designed to ensure adequate time for presentation, discussion, and member participation. The methodology of the meeting included formal presentations, facilitated discussions, and an open forum session to encourage active engagement from participants.

The major sessions of the programme included:

- Registration and breakfast
- Opening session and assumption of chairmanship
- Welcome remarks
- Presentation of the annual progress report
- Annual progress review and discussion
- Presentation on the financial status of MDI Nepal
- Open discussion and feedback session
- Closing remarks and formal closure of the meeting
- Lunch and informal interaction

The meeting was facilitated in a structured manner to ensure a smooth flow of sessions and adherence to the allocated time.

4. Proceedings of the Meeting

4.1 Registration and Breakfast

The programme commenced with participant registration and breakfast. Participants arrived as per the scheduled time and completed the registration process. This session also provided an opportunity for informal interaction among members prior to the formal proceedings.

4.2 Opening Session of the Meeting



The opening session marked the formal commencement of the Annual General Assembly. The facilitator, Mr. Navin Subedi, initiated the session and requested the respected Chairperson of MDI Nepal, Mr. Krishna Kumar Shrestha, to assume the chairmanship of the meeting. With the assumption of chairmanship, the Annual General Assembly was formally declared open.

The Chairperson highlighted the importance of the Annual General Assembly as a key governance mechanism of the organization. He emphasized that the meeting was not only a statutory requirement but also a valuable opportunity for collective learning, reflection, and strengthening institutional accountability.

Attendance

Total Executive Members:	9
Members Present:	8
Quorum Status:	Yes, as per statute
Special Invitees:	(As per attendance sheet, Annex-II)



4.3 Welcome Remarks



The welcome remarks were delivered by Mr. Navin Subedi. He extended a warm welcome to all executive committee members, general members, staff, and invited guests. In his remarks, he expressed sincere appreciation for the continued trust, support, and active engagement of members in the organization's activities.

Mr. Subedi briefly reflected on the significance of the fiscal year 2081/82 (2024/25), noting that the organization continued its

efforts despite various operational and contextual challenges. He emphasized the role of teamwork, coordination, and collective commitment in achieving organizational goals. He concluded his remarks by wishing for a productive and meaningful discussion throughout the meeting.

4.4 Presentation of Annual Progress Report

The Annual Progress Report for FY 2081/82 (2024/25) was presented by Ms. Ritija Rawal, Regional Coordinator of the MCHN Programme, MDI Surkhet. The presentation provided a comprehensive overview of the programmes, activities, and initiatives implemented during the reporting period.

The presentation highlighted key achievements across various programmes implemented during the fiscal year, including the Mother and Child Health and Nutrition Programme (MCHN) in Jumla, Kalikot and Dolpa, Blanket Supplementary Feeding Programme (BSFP) in Jajarkot and Rukum West, Compact Biscuit Distribution Programme in Kalikot, and the SAFE Programme in Jajarkot. It covered major aspects of programme implementation, coordination with relevant stakeholders, and capacity-strengthening efforts at different levels.



The report also outlined progress against planned objectives and indicators, enabling members to gain a clear understanding of the organization's overall performance and contribution during the year.



In addition to achievements, the presentation addressed key challenges encountered during implementation, including geographical constraints, resource limitations, and coordination-related issues. Lessons learned from these experiences were shared, with an emphasis on adaptive management, improved coordination, and continuous programme improvement.

Discussions

Following the presentation of the annual progress report, Mr. Khop Narayan Shrestha, Executive Director, added detailed review and discussion of the progress made during the fiscal year. He commended the efforts of staff and members for their dedication and commitment to programme implementation.



Mr. Shrestha highlighted the importance of maintaining quality, accountability, and coordination in all organizational activities. He emphasized the need for timely reporting, effective communication with stakeholders, and adherence to organizational policies and guidelines.

The discussion also focused on identifying areas for further improvement, including strengthening monitoring mechanisms, enhancing documentation practices, and ensuring the sustainability of interventions. Members actively participated in the discussion, sharing their observations and suggestions.

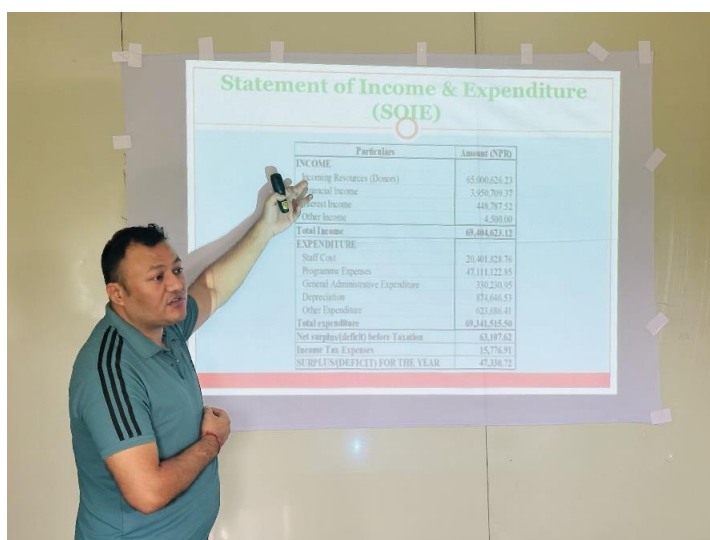
Members expressed their appreciation for the clarity, structure, and comprehensiveness of the presentation, noting that it provided a strong basis for further discussion and reflection during the assembly.

Decision

The general assembly endorsed the Annual Progress Report.

4.5 Presentation of Financial Report

The presentation on the financial status of MDI Nepal for FY 2081/82 (2024/25) was delivered by Mr. Sagar Shrestha, Senior Finance Officer. The presentation provided an overview of the organization's financial position, highlighting key aspects of income, expenditure, and overall financial management during the reporting period.



Statement of Income & Expenditure (SOIE)	
Particulars	Amount (NPR)
INCOME	
Operating Revenues (Donors)	65,000,626.23
Financial Income	3,959,799.37
Interest Income	448,787.22
Other Income	4,500.00
Total Income	69,409,622.12
EXPENDITURE	
Staff Cost	20,401,828.76
Programme Expenses	47,111,122.85
General Administrative Expenditure	392,250.95
Depreciation	874,666.53
Other Expenditure	623,086.41
Total expenditure	69,243,515.50
Net surplus/(deficit) before Taxation	166,106.62
Income Tax Expenses	15,776.91
SURPLUS/(DEFICIT) FOR THE YEAR	140,329.71

Mr. Shrestha presented a summary of Income and Expenditure Statement, Balance Sheet, Audit Reports and Auditors Opinion as well as the organizations' Financial Compliance Status. He also highlighted major funding sources and programme-wise expenditure, along with budget utilization in relation to approved plans and implemented activities. The presentation also reflected on financial controls, compliance with internal financial policies, and adherence to donor and statutory requirements.

He emphasized the importance of prudent financial management, transparency, and timely reporting to ensure effective programme implementation and institutional sustainability. Ongoing efforts to strengthen financial systems and improve efficiency in resource utilization were also highlighted.

The presentation enabled members to gain a clear understanding of the organization's financial health, strengths, and areas requiring continued attention, and it provided a basis for informed discussion during the assembly.

Discussions

Members sought clarification on major variances between budgeted and actual expenditures, programme-wise allocation of funds, administrative costs, audit observations, and compliance with financial policies and statutory requirements. Suggestions were also provided to further strengthen financial controls, improve cost efficiency, and enhance financial sustainability.



Decision

After discussion and clarification, the General Assembly unanimously approved the Financial Report and Audit report for the fiscal year.

4.6 Policy, Strategy and Governance Decisions

The following were discussed and endorsed;

- Protection from Sexual Exploitation and Abuse (PSEA)

Decision

The AGA meeting approved with amendments.

4.7 Confirmation of Executive Committee and Authorization of Financial Control

The General Assembly formally endorsed the existing Executive Committee and approved the authorization of financial control for upcoming fiscal year. Accordingly, financial authority was granted to Mr. Sanju Joshi, treasurer and Finance Controller, and Mr. Sagar Shrestha, Senior Finance Officer, in accordance with the organization's financial policies and procedures.



4.8 Closing Remarks and Formal Closure

The closing remarks were first delivered by Mr. Khop Narayan Shrestha, Executive Director of MDI Nepal. In his address, he reflected on the organization's journey and progress to date, highlighting how MDI Nepal has continued to grow and sustain itself despite various challenges and operational hurdles.



Mr. Shrestha emphasized that the organization's sustainability and strong institutional foundation are the result of collective effort, unity, and consistent collaboration among executive members, staff, partners, and stakeholders. He acknowledged the critical role played by partnerships and the generous support received from various donors, especially the World Food Programme (WFP) Nepal, over the years, which have significantly contributed to strengthening MDI Nepal's programmes and institutional capacity.

He further noted that the activities and achievements accomplished during the fiscal year 2081/82 (2024/25) serve as a strong source of motivation to continue improving the quality, reach, and impact of the organization's work in the future. Concluding his remarks, Mr. Shrestha expressed sincere gratitude to all members, staff, partners, and supporters for their dedication, trust, and continued commitment to MDI Nepal.

Following this, the Chairperson, Mr. Krishna Kumar Shrestha, formally concluded the Annual General Assembly. In his remarks, he thanked all participants for their active engagement and valuable contributions throughout the meeting. He reiterated the importance of unity, transparency, and shared responsibility in guiding the organization forward and encouraged continued collaboration and commitment in the coming year.

With a vote of thanks to all participants and organizers, the Annual General Assembly of MDI Nepal for 2081/82 (FY 2024/25) was officially closed.



5. Lunch and Informal Interaction

Lunch was served following the formal closure of the meeting. This session provided an

opportunity for informal interaction and networking among participants, further strengthening relationships within the organization.



6. Conclusion

The Annual General Assembly of MDI Nepal for FY 2081/82 (2024/25) was conducted in a smooth, organized, and participatory manner. The meeting successfully achieved its objectives by reviewing annual progress, facilitating meaningful discussion, and reinforcing principles of transparency and accountability.

The insights and feedback generated during the AGA will inform future planning and contribute to the continuous strengthening of MDI Nepal's programmes and institutional capacity. The assembly reaffirmed the collective commitment of members toward advancing the organization's mission and vision.



7. Annexes

Annex-I: Programme Schedule

Time	Particulars	Remarks
8:30-9:00	Registration and breakfast	Mr. Hem Shankar Karn (Finance Officer)
9:00-9:15	Introduction of participants	Mr. Navin Subedi (Field Officer)
9:15-9:30	Opening session and assumption of chairmanship	Mr. Krishna Kumar Shrestha (Chairperson)
9:30-9:45	Welcome remarks	Mr. Navin Subedi (Field Officer)
9:45-10:30	Presentation of the annual progress report	Ms. Ritija Rawal (Programme Coordinator, MCHN)
10:30-10:45	Annual progress review and discussion	Mr. Khop Narayan Shrestha (Executive Director)
10:45-11:30	Presentation on the financial status of MDI Nepal	Mr. Sagar Shrestha (Admin/Finance Officer)
11:30-12:00	Open discussion and feedback session	All participants
12:00-12:15	Closing remarks and formal closure of the meeting	Mr. Krishna Kumar Shrestha (Chairperson)
12:15-13:00	Lunch and informal interaction	All participants

Annex-II: List of Participants

SN	Name	Designation	Address	Remarks
	MDI Executive Members			
1	Mr. Krishna Kumar Shrestha	Chairperson	Bharatpur, Chitwan	
2	Mr. Top Bahadur Shahi	General Secretary	Bharatpur, Chitwan	
3	Mr. Sanju Joshi	Treasurer	Hetauda, Makawanpur	
4	Mr. Khop Narayan Shrestha	Member	Bharatpur, Chitwan	
5	Ms. Gyanu Maya Shyangtan	Member	Manahari, Makawanpur	
6	Mr. Sanu Kanchha Titung	Member	Manahari, Makawanpur	
7	Ms. Parbati Shrestha	Member	Kathmandu	
8	Dr. Laxmi Shrestha	Member	Kanchanpur	
9	Mr. Rahul Ranjan	Advisor (Associate Professor, Agriculture and Forestry University, Rampur, Chitwan)	Rajbiraj, Saptari	
	MDI Staffs			
10	Mr. Sagar Shrestha	Senior Finance Officer	Hetauda, Makawanpur	
11	Mr. Rajan Lamichhane	Logistic/Finance Officer	Hetauda, Makawanpur	
12	Mr. Navin Subedi	Field Officer	Manahari, Makawanpur	
13	Ms. Ritija Rawal	Programme Coordinator, WFP/MCHN Programme	Surkhet	
14	Mr. Hem Shankar Karn	Finance Officer	Surkhet	
15	Mr. Narahari Baniya	Finance Assistant	Jumla	
16	Ms. Mendo Maya Gole	Messenger	Hetauda, Makawanpur	
17	Mr. Bir Bahadur Galan	Office Helper	Bhandara, Chitwan	
	Invitees from MDI Partner Organization; Bhandara Agro Farm and others			
18	Mr. Menu Kumar Shrestha	Former Coordinator, KISAN Project/USAID	Bharatpur, Chitwan	
19	Mr. Ratna Kumar Shrestha	Secretary, Samajhdari Saving and Credit Cooperative	Bharatpur, Chitwan	
20	Dr. Bishal Joshi	Associate Professor, UCMS, Bhairahawa, Rupandehi	Kanchanpur	
21	Ms. Chandra Kumari Shrestha	Free Lancer	Kathmandu	
22	Ms. Junu Kumari Shrestha	Member, Bhandara Agro Farm	Bharatpur, Chitwan	