

## Second report:

I will now report point by point which were raised in Copenhagen by Neel separately on her residence and the Steering Committee on 10/06/09 at which meetings I was also present.

1. The up-to-date lists of the children and the staff members have already been sent to Henning from whom I have also received copies when I came back from Denmark. I will have to readjust it and I will send you later. In other words I have edited both of them together with Fikre. The new list of the children will be sent to you together with the 6 months financial report. The new list of the children's cost of living and staff members, with their present salary and the requested proposed salary in the future will be sent separately by e-mail when funds are available.

2. Job description of each staff members already exists written in Tigrigna Which I will try to translate some time in the near future into English for the Steering Committee's understanding and it will be available when I am finished with the job description of each staff member.

3. Fikre and I have now agreed on where the memory boxes should be installed. They will be installed on one of the walls of the staff members' office places when the staff members move to the present cow house after it has been converted and renovated some time in the near future. The estimated cost of the conversion and renovation will be submitted by a contractor in the near future.

4. Due to the limited budget we have to run the Orphanage Center I have made it clear to Fikre that the 3 acceptance criteria should be strictly followed, and he has agreed with me. The criteria are:

- (a) Orphans who lost their both parents.
- (b) Orphans whose parents have not left fortune for them.
- (c) Orphans who do not have relatives or others to help them.

The Steering Committee and the coordinator should be informed about arrivals and departures of orphan children to and from the Center. The dates of joining and the reasons of living the Center of each child should be registered on a master list of the children and this list when there are changes

in it should be sent to the Steering Committee every 6 months together with the financial report.

5. I found out that to start with there were 8 children with eye problems as indicated by Neel. The 2 of them who originally came from Oromo Region running away from their parents are now returned to their region and are reunited with their parents. The remaining 6 with eye problems have not yet been examined. Fikre has promised to take urgent action to send them to eye specialists and have them examined and request the eye doctors to submit expenses for buying eye glasses and he (Fikre) will let us know the expenses for the 6 children in the near future. Their names are as follows:

- (a) Kasch Michael (girl)
- (b) Yohannes Tsehaye
- (c) Teklehaimanot Gebrewahid
- (d) Gebremedhin Samuel
- (e) Hailay Araya
- (f) Habtom Serste

6. Regarding Kahsay, the boy with ear problem, his acceptance condition to the blind school in Hosana, south of Addis, is dependent on the results of his final exams and if he is promoted to 9 grade which will be known in September 2009. He is now in 8 grade. If he can fulfill the criterion for his acceptance an application will be sent to Hosana deaf school by Fikre and if Kahsay is accepted he will be sent to Hosana escorted by Isaac and expenses for transportation to Hosana for both of them and the return expense for Isaac to Mekele will be sent to Neel to be covered her mother as promised.

7. In order to convert and renovate the present cow house to office spaces for the staff members an estimated cost will be submitted by a contractor and let it be know to the Steering Committee in the near future. When it is finished as soon as possible and the staff has moved to the new offices 18,000 Birr per year will be saved from the present rented office spaces in the center of the city. Besides it is very important that the staff members to be close with the children most of the time.

8. The kitchen is in a bad condition as observed by Neel. The cost for better kitchen will be submitted by a contractor and let it be known to the Steering Committee in the near future for necessary action.

9. There is no septic tank in the compound of the Center and as indicated by Neel the seen in the compound, how dirty water is running on the surface of the compound is not good and unhealthy. Therefore an estimated cost for constructing Septic tank and sewage system will be submitted by a contractor and the cost will be known to the Steering Committee in the near future.

10. The receipts of the total cost of the new Cow House which was built in 3 stages will be sent to the Steering Committee soon.

11. The letter of financial help to the Danish embassy in Addis Ababa has been sent from Mekele by recommended postal mail after it has been signed by Fikre and his official stamp has been put on it. We are now waiting for a reply.

12. The dining and assembly Hall's floor is not cemented. The cost to cement the whole area will be submitted in the near future.

13. The library building in the compound needs doors, windows, roof cover and the floor is not cemented. The cost will be submitted by a contractor in the near future.

P.S. All those mentioned above in sequence of importance that require fund to materialize are totally dependent on the money available. Therefore, in our meeting with Fikre and his staff and me we have agreed on the following 6 priority list in sequence.

- (1) New kitchen
- (2) The new Cows' Floor should be cemented.
- (3) Conversion and renovation of the new office in the Center.
- (4) Construction of septic tank.
- (5) Dinning and assembly Hall floor to be cemented.
- (6) The library Hall which needs doors, windows, cemented floor, roof cover, reading tables and chairs, shelves for books and periodicals.