



**2022-2023**

# ANNUAL REPORT

## PROTSAHAN



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# Celebrating 15 years of

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## KAMALINI VOCATIONAL TRAINING CENTRE

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This year, we celebrate 15 years of transforming lives at the Kamalini Vocational Training Centre, run by Protsahan in Shahpur Jat Village, New Delhi. Our journey began with a mission to equip women with the tools to break the chains of poverty and inequality.

We offer training in four key areas: cooking, cutting and tailoring, computer skills, and spoken English. These skills are not just practical but essential for a brighter future.

Cooking, often taken for granted, is both an art and a science. It sustains life and can be a source of income and fulfillment. Our cooking classes teach recipes and culinary entrepreneurship, helping students explore opportunities in the food industry.

Cutting and tailoring empower women to create their own livelihoods. In a world of fast fashion, the ability to make, mend, and tailor clothes is invaluable. Our training helps women achieve self-reliance and financial independence.

In today's digital age, computer literacy is a necessity. Our computer courses give women the confidence to navigate the virtual world, opening doors to online work, communication, and information access.

We also recognize the importance of spoken English in a globalized society. Our spoken English classes enhance communication skills, improving employability and self-confidence.

The Kamalini Vocational Training Centre is more than a place of learning; it is a safe haven where women find encouragement, support, and a sense of belonging. We provide not just skills but a community that uplifts and empowers. These women are discovering their potential and rewriting their life stories.

In conclusion, the Kamalini Vocational Training Centre demonstrates the power of investing in the education and empowerment of underprivileged women. As we continue our journey, let us remember that every skill we teach and every opportunity we provide can change lives and build a brighter future for our community.

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# Highlights from

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## SHAHPUR JAT CENTRE

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Our Shahpur Jat Centre is always busy with new and ongoing vocational training batches.

In April 2022, we organized a certificate ceremony for all courses, including MasterG students from the prior period. We fulfilled an order for 330 tote bags for a foundation anniversary event. The students successfully made the bags, which received positive feedback upon delivery.

In February 2022, we launched a spoken English course aimed at teaching fluency and preparing students for English-language interviews.

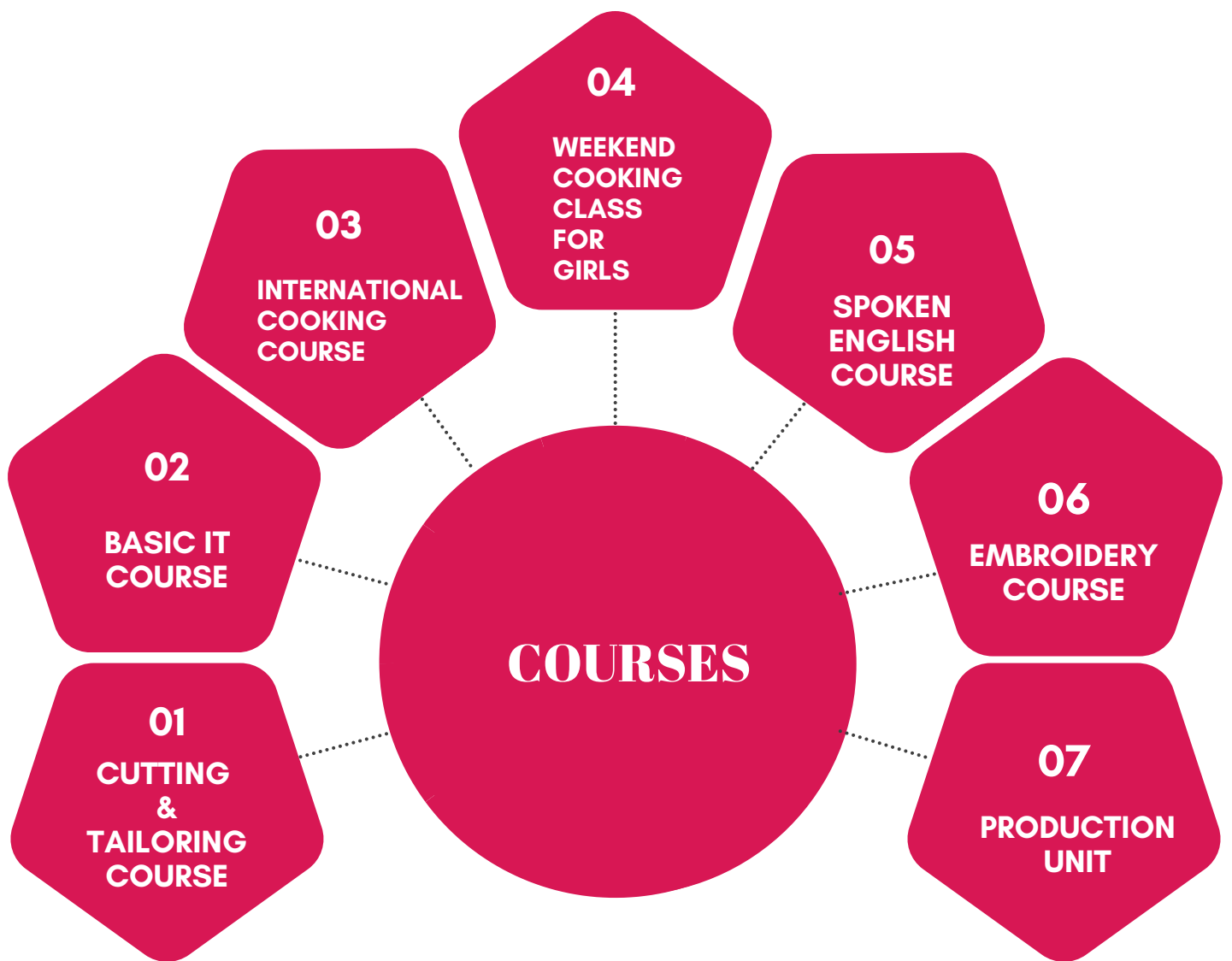
The course enrolled 21 students. Each month, we actively promoted our center in the surrounding areas to attract more students. To support the income of our production unit, we assigned them to create products for a fair.

In February 2023, we reintroduced the MasterG Course to upgrade the Cutting and Tailoring training, providing advanced skills for better-paying jobs in the fashion industry. We also took our tailoring students on market and industrial visits to understand market trends, new designs, and business opportunities.

In March 2023, we started an embroidery course with four students. Our popular international cooking class continued, helping women secure better-paid domestic worker jobs to support their families.









## CUTTING AND TAILORING COURSE

**DURATION - 6 MONTHS**

Kamalini offers basic courses in Cutting and Tailoring. These programs help marginalized women empower themselves, boost their self-esteem, and contribute financially to their families and spouses. As a result, their living standards improve, bringing more happiness to their families as they are able to support their loved ones financially.





## TESTIMONIAL

Laila is so enthusiastic about her passion for work and to provide additional support that she learns most of the training before the actual training schedule and she manages to get a job in another NGO in their Production Unit. She is able to earn now and is able to provide additional financial support to her family.

LAILA







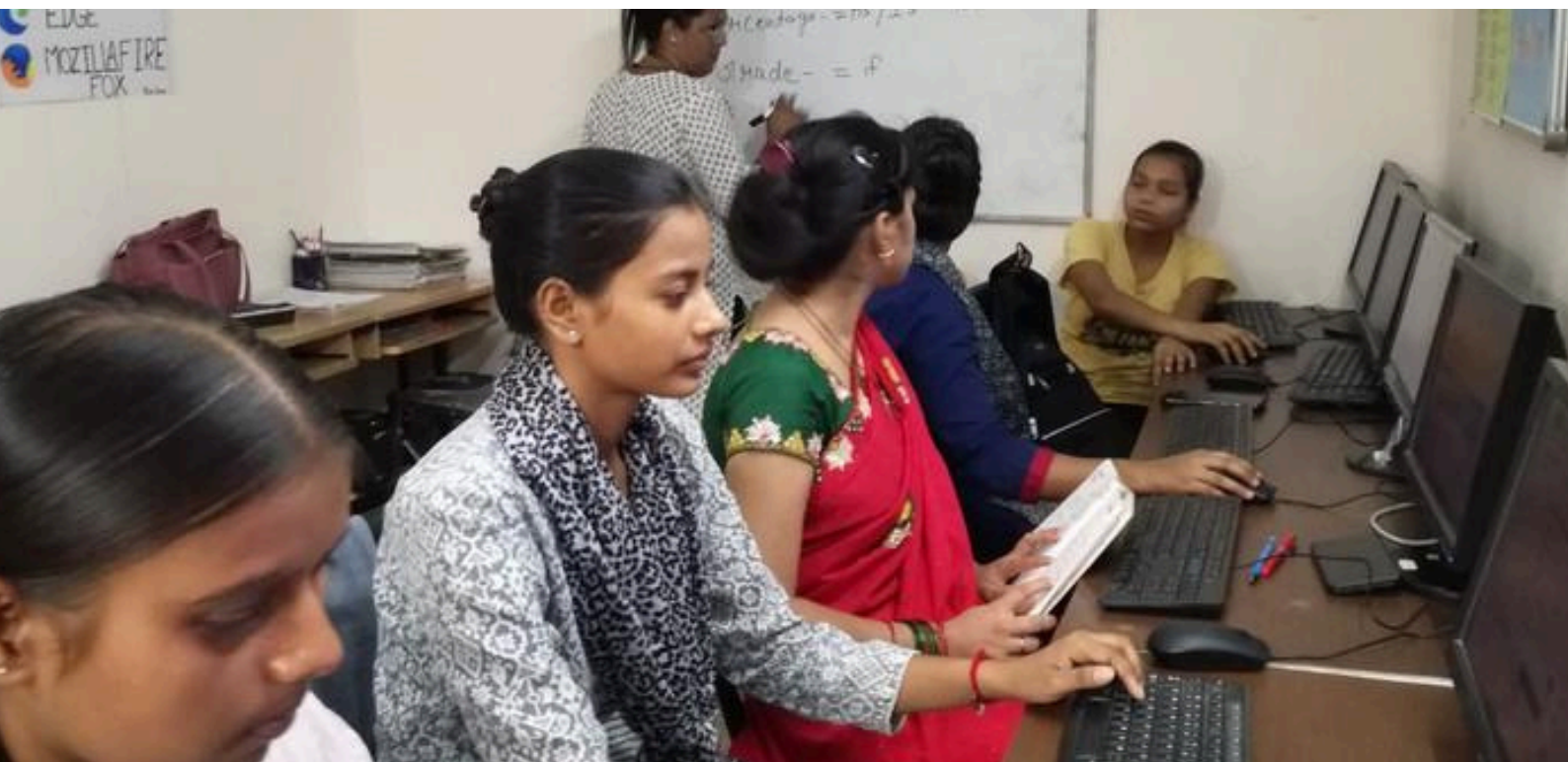
**MasterG trainer Sadaf giving a visual presentation on types of sewing machine tools and its uses**

## **MasterG Course Reintroduced**



To upgrade the Cutting and Tailoring course, the MasterG Course was reintroduced in February 2023.

This initiative aims to provide systematic advanced training to marginalized women, enabling them to secure higher-paying jobs in the fashion industry. This collaboration marks a significant step forward in our mission to deliver the best possible training and support to our students.



## **BASIC IT COURSE**

**DURATION - 3 MONTHS**

Our goal is to provide basic computer training to help students with project writing in school and prepare them for further studies or careers in the software industry. For school dropouts, we offer training to help them find jobs as office administrators, front desk staff, or office secretaries.





## TESTIMONIAL

Riya resides with her mother, father, and sister. Her father is a screen printer. As an 11th-grade student, Riya aspires to become a graphic designer to provide financial support to her family. To advance towards this goal, she has completed a course in basic IT.

RIYA







## INTERNATIONAL COOKING COURSE

DURATION - 3 MONTHS

The International Cooking Class is held every Wednesday from 10 AM to 12 PM, taught by volunteer Veronique Dieu, the brand ambassador of the World Organisation of Gastronomy, along with volunteer

**Maiko Fink.** Women attending this professional course can potentially earn higher incomes in their work.







## TESTIMONIAL

Laila is so enthusiastic about her passion for work and to provide additional support that she learns most of the training before the actual training schedule and she manages to get a job in another NGO in their Production Unit. She is able to earn now and is able to provide additional financial support to her family.

LAILA





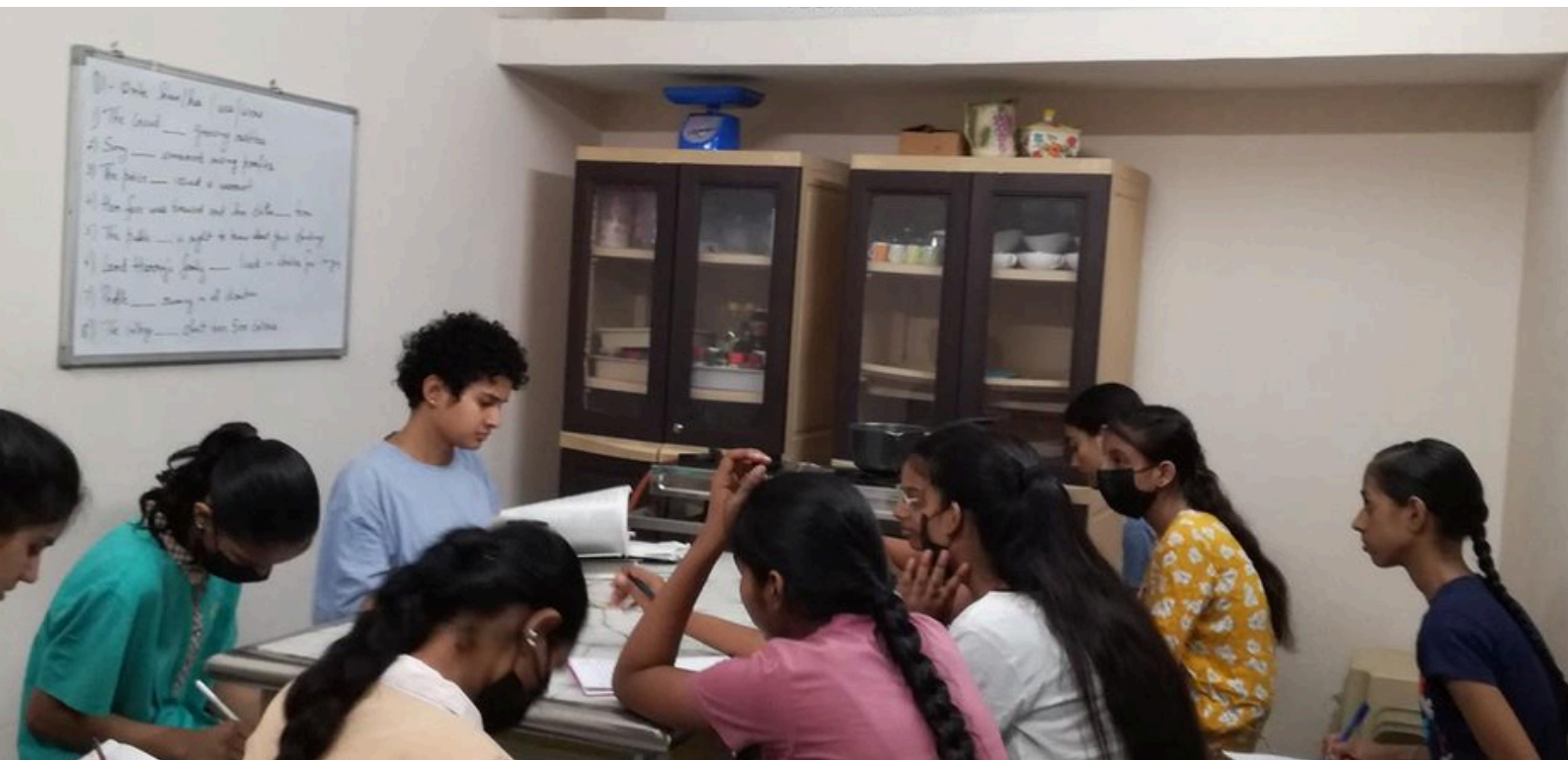
## **WEEKEND COOKING CLASS FOR GIRLS**

**DURATION - 6 MONTHS**

Every Saturday, a delightful cooking class is organized for young children. This class provides them with an excellent opportunity to learn new culinary skills, enjoy the experience, and have a memorable time. The children thoroughly enjoy and appreciate the entire experience.







## SPOKEN ENGLISH COURSE

DURATION - 6 MONTHS

In February 2023, we resumed our spoken English course with volunteer **Ann Maria**. The primary goal is to help participants become fluent in English and successfully handle interviews, which are often conducted in English. We focus on improving both their grammatical accuracy and writing skills.







## **EMBROIDERY COURSE**

**DURATION - 6 MONTHS**

Embroidery courses at vocational centers provide a unique combination of creativity and craftsmanship. A short-term investment in such a course can lead to a rewarding career in a vibrant and growing industry.







## PRODUCTION UNIT

DURATION - 6 MONTHS

After completing the tailoring course, some women work in our production unit. When we receive orders, they produce the items, earning money to support themselves and their families. A French volunteer from Main Tendue is currently teaching the women in the Kamalini production unit how to create products specifically for sale at the fair.



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# VATSALYA STUDY CENTER

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## Haus Khas

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Protsahan operates from two primary locations: the Kamalini Vocational Training Centre and the Vatsalya Study Centre.

The Vatsalya Study Centre, located in Hauz Khas Enclave, New Delhi, supports college students and young professionals in developing essential skills in human interaction, culture, technology, and finance.

Through various cultural and training activities, the centre fosters holistic growth—personally, socially, and professionally—by offering guidance, empowerment, and opportunities to connect with people from diverse backgrounds. Together, these centres provide a comprehensive range of activities aimed at equipping participants with valuable skills and knowledge.







# 15TH ANNIVERSARY CELEBRATION



The opening dance was performed by the daughter of one of our students, who is a professional Kathak dancer.



Traditional dance in Saree



Students participated in a fashion show, proudly showcasing their own designs, which highlighted their creativity and served as a great source of motivation.



A student handcrafted a painting for the Kamalini Center, featuring empowering poetry dedicated to women's strength.



## CERTIFICATE DISTRIBUTION

Certificates were awarded to students who completed courses in Cutting and Tailoring, Basic IT, and Cooking. The successful event was made possible by the efforts of dedicated staff, volunteers, and students.





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# TEACHER'S DAY CELEBRATION

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# DIWALI CELEBRATION

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Mehendi Competition



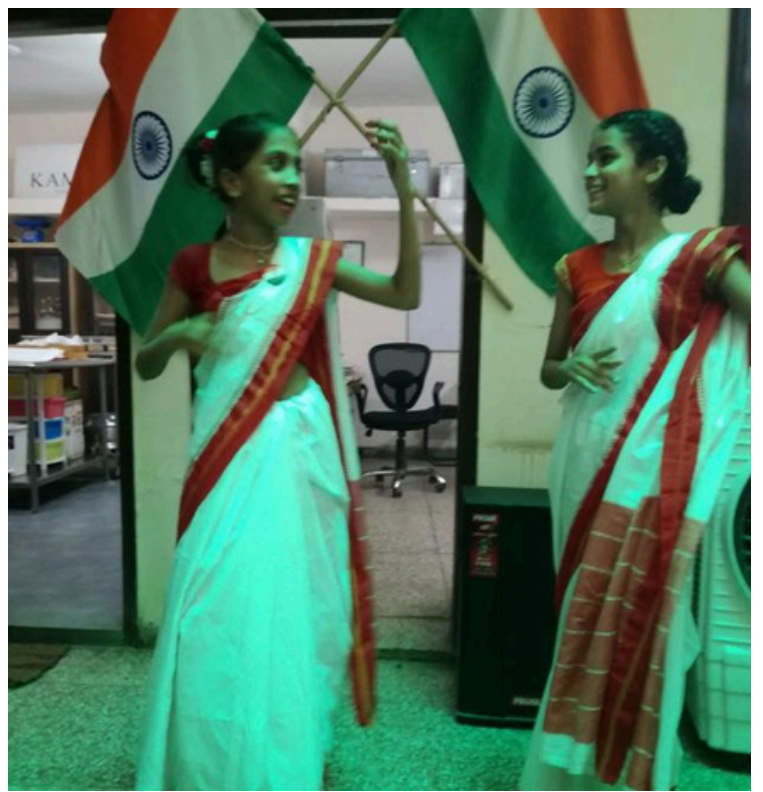
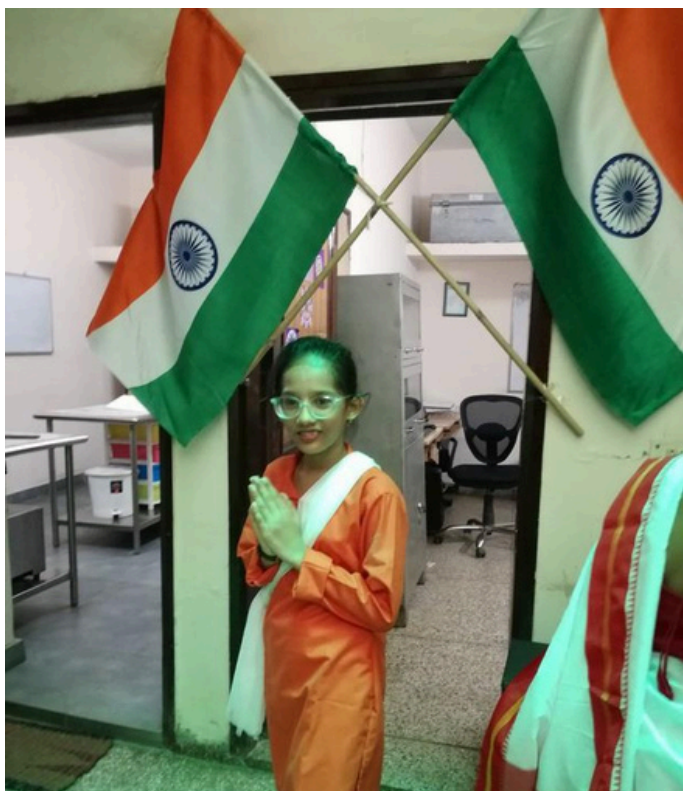
Rangoli Competition





## REPUBLIC DAY CELEBRATION

The celebration began with the national anthem. One of our students delivered a speech on women's empowerment, followed by the recitation of a motivational poem.





## TABULAR IMPACT REPORT

This table illustrates the course activities conducted by the Kamalini project of Protsahan, the number of beneficiaries who participated in each activity, and the number of beneficiaries who received certificates upon completion.

ACTIVITY	NO. OF BENEFICIARIES	NO. OF BENEFICIARIES WHO COMPLETED & RECIEVED CERTIFICATE
CUTTING & TAILORING COURSE	68	51
BASIC IT COURSE	57	56
INTERNATIONAL COOKING COURSE	22	06
WEEKEND COOKING CLASS FOR GIRLS	15	0
EMBROIDERY COURSE	01	0
<b>TOTAL</b>	<b>163</b>	<b>113</b>

NOTE: The remaining students were still in the process of completing their course, with some having withdrawn.





## FRENCH & SWITZERLAND EMBASSY CHARITY FAIRS

Each year, we showcase and sell products made by our production unit at the festive charity fairs hosted by the French and Swiss embassies. These products include pouches, cake bags, sling bags, tote bags, Christmas heart ornaments, yoga mat bags, makeup pouches, aprons, and more. The women who create these items earn money for their work, empowering them to support their families financially.



# PROMOTION



Each month, we visit local areas to share information and promote our courses. Our goal is to reach more women, raise awareness about the opportunities we offer, and attract additional students.



# ACCOUNTABILITY TRANSPARENCY

BOARD MEMBERS	POSITION ON BOARD	GROSS REMUNERATION
DR. JOSEPHINE KUNNACHERRY	TRUSTEE	0
MONICA RITA DE SOUZA	TRUSTEE	0
NAOMI JOSE	TRUSTEE	0



# ACCOUNTABILITY TRANSPARENCY

SALARY RANGE	MALE	FEMALE	TOTAL STAFF
LESS THAN RS. 5,000	–	–	–
RS 5,000- RS 10,000	–	1	1
RS 10,000- RS 25,000	–	3	3
RS 25,000- RS 50,000	–	1	1
RS 5,000- RS 1,00,000	–	–	–
GREATER THAN RS 1,00,000	–	–	–



**PROTSAHAN-Consolidated**

33, Shahpur Jat, New Delhi -110049

**Balance Sheet as at 31 March 2023**

(all amounts are in INR)

Particulars	Sch.	Current year		Previous year	
<b>SOURCES OF FUNDS</b>					
CORPUS FUND					
Opening Balance		2,05,000		2,05,000	
Add: Additions during the year			2,05,000		2,05,000
GENERAL FUND					
Opening Balance		21,92,30,426		21,78,73,268	
Add : (Deficit)/Surplus for the year		1,28,591	21,93,59,017	13,57,158	
					21,92,30,426
<b>Total</b>			<b>21,95,64,019</b>		<b>21,94,35,426</b>
<b>APPLICATION OF FUNDS</b>					
<b>FIXED ASSETS</b>					
Gross Block	C6	21,63,50,752		21,59,38,634	
Less: Depreciation		33,34,119	21,30,16,633	28,22,770	
Net Block					21,31,15,864
Security deposits - Rent lease			44,500		61,000
<b>Current Assets</b>	C7				
Cash & Bank balances					
- Cash in hand		26,610		16,885	
- Cash at bank		62,28,102	62,54,712	59,93,809	
Fixed deposits			2,48,174		60,10,694
					2,47,869
<b>Total</b>			<b>21,95,64,019</b>		<b>21,94,35,427</b>

Notes to accounts

C8

In terms of our report of even date attached

**For Koshi & George**  
Chartered Accountants  
(Reg. No.003926N)

*G. Koshi*  
**George Koshi**  
Partner  
M.No. 082961  
UDIN: 23082961BGPTDG2831



**For Protsahan**

*Monica Rita De Souza*  
**Monica Rita De Souza**  
Trustee



Place: New Delhi  
Date: 16 September 2023

**PROTSAHAN-Consolidated**

33, Shahpur Jat, New Delhi -110049

**Income and Expenditure accounts for year ended 31 March 2023**

Particulars	Sch.	Amounts (INR)	
<b>INCOME</b>			
Donations		12,53,860	
Bank Interest		1,65,544	
Contributions to activity		1,67,660	
Rental income		19,40,000	
Other income		3,000	35,30,064
<b>Total</b>			<b>35,30,064</b>
<b>EXPENDITURE</b>			
<b>Vocational training programme:</b>			
Basic IT & Other Courses	C1	6,09,299	
Common Academic Related Courses	C2	4,93,606	
Cooking & Housekeeping	C3	2,77,100	
Cutting & Tailoring	C4	8,53,823	
Administration	C5	6,56,295	
Depreciation	C6	5,11,351	
<b>Excess of Income over expenditure</b>		<b>1,28,591</b>	<b>35,30,064</b>
<b>Total</b>			<b>35,30,064</b>

*In terms of our report of even date attached*

**For Koshi & George**  
Chartered Accountants  
(Reg. No. 003926N)

*G. Koshi*  
**George Koshi**  
Partner  
M. No. 082961  
UDIN: 23082961BGPTDG2831



**For Protsahan**

*Monica Rita de Souza*  
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Trustee



Place: New Delhi  
Date: 16 September 2023



**PROTSAHAN-Consolidated**

33, Shahpur Jat, New Delhi -110049

**Receipts and Payments account for year ended 31 March 2023**

(all amounts are in INR)

Particulars	Sch.	Current Year FC	Current Year Local			Current Year Total (FC+Local)	Previous Year Total
			HQ	Production unit	Local Total		
<b>RECEIPTS</b>							
Opening Balances :							
Cash in hand		-	8,625	8,260	16,885	16,885	32,396
Cash at bank		51,63,522	6,12,583	2,17,704	8,30,287	59,93,809	44,41,592
Fixed Deposit		2,41,914	5,955		5,955	2,47,869	2,05,000
Donations		7,26,970	5,26,890		5,26,890	12,53,860	25,70,228
Bank Interest		1,51,507	8,527	5,510	14,037	1,65,544	1,86,672
Contributions to activity			1,24,410	43,250	1,67,660	1,67,660	97,081
Other Income			3,000		3,000	3,000	
Rental Income		19,40,000			-	19,40,000	21,23,800
Tax/security refund			16,500		16,500	16,500	17,280
Transfer to HQ		-	150		150	150	48,599
<b>Total</b>		<b>82,23,913</b>	<b>13,06,640</b>	<b>2,74,724</b>	<b>15,81,364</b>	<b>98,05,276</b>	<b>97,22,648</b>
<b>PAYMENTS</b>							
<b>Vocational Training Programme :</b>							
Basic IT & Other Courses	C1	3,67,823	2,41,476	-	2,41,476	6,09,299	4,78,690
Common Academic Related Courses	C2	4,01,857	91,749	-	91,749	4,93,606	5,05,564
Cooking & Housekeeping	C3	1,25,654	1,51,446	-	1,51,446	2,77,100	2,42,900
Cutting & Tailoring	C4	2,73,726	4,48,204	1,31,893	5,80,097	8,53,823	12,34,919
Administration	C5	4,15,808	2,26,717	13,770	2,40,487	6,56,295	6,30,743
Payable to HQ			-	150	150	150	48,599
<b>Amount transferred to Production unit :</b>							
<b>Capital Expenditure :</b>							
Furniture & Fittings		-				-	3,03,631
Training and Power equipment		3,30,108				3,30,108	19,040
Computers		82,010				82,010	
<b>Closing balances :</b>							
Cash in hand		-	22,790	3,820	26,610	26,610	16,885
Cash at bank		59,85,013	1,17,998	1,25,091	2,43,088	62,28,102	59,93,809
Fixed Deposits		2,41,914	6,260		6,260	2,48,174	2,47,869
<b>Total</b>		<b>82,23,913</b>	<b>13,06,640</b>	<b>2,74,724</b>	<b>15,81,363</b>	<b>98,05,276</b>	<b>97,22,648</b>

In terms of our report of even date attached

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For Protshan

*Monica Rita De Souza*  
Monica Rita De Souza  
Trustee



Place: New Delhi  
Date: 16 September 2023



**PROTSAHAN**

33, Shahpur Jat, New Delhi -110049

**Schedules Forming the parts of accounts for year ended 2023**

Consolidated

Particulars	Current Year				Previous Year
	FC	HQ	Production Unit	Total	Total
<b>Schedule :C1</b>					
<b>Basic IT &amp; Other Courses :</b>					
Classroom Facility	1,62,000	-	-	1,62,000	1,03,320
Academic Coordination / Cultural Activity	56,000	-	-	56,000	
Electricity	-	-	-	-	7,318
Materials	-	10,473	-	10,473	1,150
Medical expenses	-	-	-	-	780
Printing & Stationery	-	605	-	605	
Publicity	22,065	3,041	-	25,106	1,851
Refreshments	-	10,050	-	10,050	640
Repair & Maintenance	-	-	-	-	44,668
Staff Remuneration	-	28,000	-	28,000	8,678
Teacher's Salaries	71,000	1,83,000	-	2,54,000	2,89,000
Training material	56,758	-	-	56,758	
Telephone Expenses and fax	-	5,657	-	5,657	21,285
Travel & Conveyance	-	650	-	650	
<b>Total</b>	<b>3,67,823</b>	<b>2,41,476</b>		<b>6,09,299</b>	<b>4,78,690</b>
<b>Schedule :C2</b>					
<b>Common Academic Related Courses :</b>					
Academic Coordination / Cultural Activity	2,40,000	-	-	2,40,000	2,25,010
Conference and courses	-	-	-	-	3,600
Drinking Water	-	-	-	-	1,650
Electricity	70,610	2,009	-	72,619	6,026
Materials	8,688	9,201	-	17,889	45,629
Medical expenses	-	-	-	-	2,415
Staff Remuneration	-	21,000	-	21,000	84,000
Printing & Stationery	-	-	-	-	4,817
Publicity	1,651	13,704	-	15,355	14,716
Refreshments	-	21,911	-	21,911	4,415
Repair & Maintenance	36,255	10,420	-	46,675	13,471
Conference and courses	22,928	-	-	22,928	-
Telephone Expenses and fax	-	2,604	-	2,604	2,789
Travel & Conveyance	21,725	10,900	-	32,625	97,026
<b>Total</b>	<b>4,01,857</b>	<b>91,749</b>	-	<b>4,93,606</b>	<b>5,05,564</b>
<b>Schedule :C3</b>					
<b>Cooking &amp; Housekeeping :</b>					
Classroom Rent	-	53,640	-	53,640	1,07,520
Cooking gas	-	1,150	-	1,150	-
Drinking water	9,154	-	-	9,154	-
Electricity	-	2,750	-	2,750	2,188
Materials	-	80,456	-	80,456	41,990
Medical Expenses	-	-	-	-	780
Publicity	-	-	-	-	1,302
Repair & Maintenance	-	2,950	-	2,950	-
Staff Remuneration	-	10,500	-	10,500	88,224
Telephone Expenses /Drinking water	6,000	-	-	6,000	896
Teachers and animator	1,10,500	-	-	1,10,500	-
<b>Total</b>	<b>1,25,654</b>	<b>1,51,446</b>	-	<b>2,77,100</b>	<b>2,42,900</b>



# PROTSAHAN

33, Shahpur Jat, New Delhi -110049

## Schedules Forming the parts of accounts for year ended 2023

Consolidated

Particulars	Current Year				Previous Year
	FC	HQ	Production Unit	Total	Total
<b>Schedule :C4</b>					
<b>Cutting &amp; Tailoring :</b>					
Conference and courses	1,60,920	2,200	-	1,63,120	6,24,810
Classroom facility	21,000	2,09,000	21,000	2,51,000	2,27,718
Electricity	-	-	-	-	4,150
Training Materials	43,356	19,248	47,947	1,10,551	34,293
Medical reimbursement	-	-	-	-	1,960
Printing & Stationery	-	-	5,440	5,440	233
Publicity	-	3,030	-	3,030	19,086
Refreshments	-	900	-	900	4,740
Repair & Maintenance	-	2,580	590	3,170	61,326
Security Deposit refunded	-	1,900	-	1,900	-
Staff Remuneration	-	-	-	-	9,546
Teachers and animator	31,700	1,83,600	40,800	2,56,100	2,30,699
Telephone Expenses and fax	-	896	596	1,492	2,688
Trainee Stipends	16,750	-	15,520	32,270	5,060
Travel & Conveyance	-	24,850	-	24,850	8,610
<b>Total</b>	<b>2,73,726</b>	<b>4,48,204</b>	<b>1,31,893</b>	<b>8,53,823</b>	<b>12,34,919</b>
<b>Schedule :C5</b>					
<b>Administration :</b>					
Bank Charges	5,979.56	1,242	217	7,439	10,253
Drinking water	0.00	5,760	-	5,760	-
Electricity	0.00	28,638	-	28,638	-
Printing & Stationery	8,540	1,290	-	9,830	1,880
Professional fees	-	65,950	-	65,950	83,260
Office Expenses	-	398	-	398	5,859
Office Rent	72,000	23,718	-	95,718	1,04,530
Postage and couriers	7,000	9,800	10,838	27,638	24,495
Property tax and insurance	96,874	-	-	96,874	1,05,134
Refreshments	-	-	600	600	-
Repair & Maintenance	2,07,414	12,618	-	2,20,032	1,11,198
Road tax and Insurance	-	3,462	-	3,462	3,198
Staff Remuneration	18,000	54,000	-	72,000	1,50,192
Telephone Expenses and fax	0	-	-	-	19,519
Vehicle and Conveyance Exp	-	20,161	2,115	22,276	11,225
<b>Total</b>	<b>4,15,808</b>	<b>2,27,037</b>	<b>13,770</b>	<b>6,56,615</b>	<b>6,30,743</b>



Monica Ha de Souza





<b>PROTSAHAN-Consolidated</b> 33, Shahpur Jat, New Delhi - 110049 Schedule of Fixed Assets as at 31 March 2023											
Heads Of Fixed Assets	Gross Block					Depreciation				Schedule: C6 Net Block	
	as on 01.04.2022	Additions		Transfers	as on 31.03.2022	Rate	Upto 31.03.2022	For the year	Upto 31.3.2023	as on 31.03.2023	as on 31.03.2022
		Upto 30.09.2022	From 01.10.2022								
Furniture & Fixtures	37,23,052		-		37,23,052	10%	10,64,973	2,65,806	13,30,779	23,92,273	26,58,079
Equipment	20,86,055		3,30,108		24,16,163	15%	9,43,422	1,96,153	11,39,575	12,76,588	11,42,633
Fire Extinguishers	15,722				15,722	15%	13,851	281	14,132	1,590	1,871
Computers	5,59,545		82,010		6,41,555	40%	5,05,003	38,219	5,43,222	98,333	54,542
Vehicle	3,68,124				3,68,124	15%	2,95,521	10,890	3,06,411	61,713	72,603
Immovable property	20,91,86,136				20,91,86,136					20,91,86,136	20,91,86,136
<b>Total</b>	<b>21,59,38,634</b>	<b>-</b>	<b>4,12,118</b>		<b>21,63,50,752</b>		<b>28,22,770</b>	<b>5,11,349</b>	<b>33,34,119</b>	<b>21,30,16,633</b>	<b>21,31,15,864</b>

<b>PROTSAHAN</b> 33, Shahpur Jat, New Delhi-110049 Schedule of Cash & Bank Balances as at 31 March 2023 Schedule: C7		
	as per the books	as per bank statement
<b>Cash balance:</b>		
- HQ	17,857	
-Production Unit	3,820	
-Shahpurjat Unit	4,932	
	26,610	
<b>Bank balances:</b>		
-Production Unit (BOB-15375)	1,25,091	1,25,091
-HQ (BOB-18289)	1,17,998	1,17,998
-FC (BOB-11362)	31,83,233	31,83,553
-FC SBI-12390	28,01,781	28,01,781
	<b>62,28,102</b>	<b>62,28,422</b>





**PROTSAHAN**  
**For the year ended 31 March 2023**

**Schedule – C8**

**Notes to Accounts**

**1. Significant Accounting Policies:**

- a) Method of Accounting :  
The Financial Statements have been prepared on historical cost basis and, generally in accordance with the cash method of accounting.
- b) Revenue Recognition:  
Income is recognized and credited to the Income & Expenditure account when the amount has been received. Revenue expenditure is recognized when the payment has been made.
- c) Corpus Donations:  
Donations are considered as being towards the corpus only when the donor has stated, in writing, that he is making the donation towards the corpus of the Organization. In such cases, the amount received is credited to Corpus Fund and is invested in the manner specified in section 11(5) of the Income-tax Act.
- d) Foreign Exchange Transactions:  
Foreign exchange expenses and income are recorded at the exchange rates prevailing on the date of incurring the expense or receipt of income in the bank account.
- e) Fixed Assets:  
Fixed assets are stated at cost of acquisition less accumulated depreciation.
- f) Depreciation on Fixed Assets:  
Depreciation is provided on assets on the written down value method, at the rates and in the manner prescribed under the Income-tax Act, 1961



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