Lions Club of ……

Handover Takeover Program
Date ……..
Reporting Time : ……
Meeting Start : ……

MC : …….
Venue : …….

a) Dias call

a Presiding Officer Charter President Lion Bel Bahadur Thapa

b. Chief Guest- 2nd Vice District Governor MJF Lion Binay Basnet

c. Special guest : District Chief Lion Ananda Babu K.C.

d Special Guest Area Chief Coordinator of Area 1 MJF Lion Mani Ram Lamichhane

e Guest Area Secretary Lion Sarjan Chapagain

f Cluster Coordinator East Lion Salik Ram Chapagain

g Region Chairperson MJF Lion Bharat Bahadur Hamal

h Club President 2023-24 Lion Lalit Baniya

i 1st VP 2023/24 Lion Nabin Raj Pokharel

j 2nd VP 2023/24 Lion Roshna Karki

k 3rd VP 2023/24 Lion Bishambhar Neupane

l Club Secretary , MJF Lion Bal Kumar Pandey

m Club Treasurer 2023/24 Lion Dipendra Aryal

n Club Director & Honorary District Advisor Lion Prakash Bahadur Rayamajhi

o Club Service Director & District Dy. Chief Lion Pradip Khanal

p Club Directors

q Club Members

B) Meeting Formalities

1 Meeting Called to order by President Lion Bel Bahadur Thapa

3 National Anthem- Group Participation

4 Flag Salutation by …….

5 One Minute Silent prayer for World peace

6 Happy or special moment sharing & sunshine & donation collection

7 Welcome speech by President 2023/24 Lion Lalit Baniya

C Brief Activities summary for LY 2023/24 by Presiding Officer Lion Bel Bahadur Thapa

1 Minutes and Documents Handover by Secretary Lion Bishwambhar Neupane to Secretary 2023/24 Lion Bal Kumar Pandey
2 Cheque Books and Documents Handover to Treasure 2023/24 Lion Dipendra Aryal
3 Gong and Gabel Hand over by President Lion Bel Bahadur Thapa to President 2023/24 Lion Lalit Baniya
4 Seat Ex-Change by President 2023/24 Lion Lalit Baniya by President 2022-23 Lion Bel Bahadur Thapa

D Presentation of Brief Annual plan by President Lion Lalit Baniya

E Pining Ceremony to New PVST

E Felicitation Remarks from

1 Chief Guest 2nd Vice District Governor MJF Lion Binay Basnet

2 Special Guest District Chief Lion Ananda Babu K.C.

3 Special Guest Area Chief Coordinator MJF Lion Mani Ram Lamichhane

4

5 Vote of Thanks, by Lion Pradip Khanal
6 Meeting Adjournment by Presiding Officer Lion Lalit Baniya