

Committee Members

Primary Contacts

Name	Club	District	Sponsor	Role
Verne Scholl	Encinitas	5340	Club	International
Prabhu Bhandary	Kasthamandap Kathmandu	3292	Club	Host

Host committee members

Name	Club	District	Role	Date Added
Sajjan Thapa	Kasthamandap Kathmandu	3292	Secondary Contact	
Binod Singh	Kasthamandap Kathmandu	3292	Secondary Contact	

International committee members

Name	Club	District	Role	Date Added
John McLevie	Encinitas	5340	Secondary Contact International	
Robert Blumberg	Encinitas	5340	Secondary Contact International	
Debra Vaughan-Cleff	Encinitas	5340	Secondary Contact International	
Greg Day	Encinitas	5340	Secondary Contact International	

Project Objectives and Implementation

PROJECT OBJECTIVES

The Rotary Foundation approved global grant funding to be used for the following project objectives:

The Lalitpur district [adjoining Kathmandu district] is in a mountainous region dotted with villages [Village Development Committees or VDCs] that are serviced with government health posts, under the control and management of Lalitpur District Public Health Office. These health posts provide basic medical facility to a large segment of the population that resides in these VDC's. The Health Posts [HP] are generally manned by two -four health assistants, providing all round medical services including medicine, gynecology & obst.; pediatric, dermatology, ENT, ophthalmology, dental, minor surgery etc. There is one HP per VDC, and are far in between and poorly serviced with road and transportation facility, and access to some of these HPs could take days of walking. All complicated or serious cases are referred to hospitals in Kathmandu, which may take one or three days of rough travel involving carriage by people, or bus or truck over dirt road which takes its toll over critically injured cases involving broken bones and spinal injury from fall, delivery complications and other serious cases. Many perish during transportation and mishandling.

The project objective is to strengthen the facilities at 10 health posts both by providing further training to health assistants/technicians [no medical doctors are posted to these positions], through one month refresher training at a teaching hospital in Kathmandu in the areas of demand and also to provide basic surgical instruments, medical equipment's and furniture at the health posts to enable them function effectively.

The support needed at the HPs was assessed from visit to these locations by host club members [Surgeon] along with medical officers from the Lalitpur District Health Office and interaction with the Health Assistants at the HPs. Our findings indicate that these HPs would be in a position to provide basic medical services, a lot of which is discontinued, should they receive the support envisaged in this project. This would directly the total population of 10,500 of the 10 target communities as shown in Schedule A.

Have any of these objectives changed?

No

Have you made progress toward your project objectives?

Yes

Describe the progress you've made so far.

Component A

1. Cooperation agreement with District Public Health Office [under the federal system] was done on Nov. 19, 2018.
2. MoU with Nepal Medical College [NMC] for training of 40 Health Post [HP] technicians done in Dec. 2018.
3. Funds from partner club, R C Encinitas received in Feb. 2019 and from RI Foundation in March 2019.
4. Procurement of equipments was initiated and orders confirmed in March 2019.
Both local and imported equipments received May end, 2019.
5. June 19 to 22, 2019 delivery of HP medical instruments, equipments and furniture to 10 health posts completed with District Public Health Officials and RC Kasthanandap members.

Component B

6. August to November 2019 Special refresher course for HP technicians developed by Dr. Manohar Shrestha with other faculty members of NMC. All of the teaching materials were later compiled into a refresher book and presented to each HP technician on completion of training.
7. Dec. 5, 2019 List of HP trainees finalized by Dist Health Office for first of 5 training programs at NMC, Kathmandu. [The original plan to conduct two training for 20 trainees for 30 days each was modified to conduct 5 training for 12 -15 trainees for 15 days program as leave of absence from HP's was not possible]

8. Dec. 9, 2019 Meeting with NMC Principal and officials for conduct of the training and logistics arrangement.

9. Ist. Batch training: December 15 to 29, 2019 to 12 trainees for 15 days.

2nd. Batch training: January 2 to 16, 2020 to 14 Technicians for 15 days.

3rd. Batch training: January 19 to February 3, 2020 to 14 technicians for 15 days.

4th. Batch Training: February 4 to Feb. 18, 2020 Practicals training to 20 technicians for 15 days.

5th. Batch Training: February 19 to March 4, 2020 Practical training to 20 technicians for 15 days.

Conclusion of training on March 4, 2020 was attended by District Health Officials, Province #3 Health Secretary, NMC officials, Faculty, RC Kasthamandap members and trainees. Usefulness of the training program was applauded by all dignitaries and distribution of certificates along with compilation of study materials [Re. #6 above] in hard bound reference book was presented to all participants.

Component C

The 'mobile/tele' medicine which was highlighted during the equipments distribution as well as at the training programs has become a big hit with 4 specialist doctors of NMC viz. surgeon, gynecologist, physician and pediatrician, on standby to respond 24x7 to all queries and consultation and advice sought by HP technicians, and till date hundreds of such calls attended to at all hours of the day, free of charge. This has greatly boosted confidence of the HP technicians in handling emergency and other complications. Some have also resorted to visual communication using internet data pack where available. This was and continues to be much encouraged by the professors and appreciated by the technicians.

Added Component D

November 26, 2020: This was an orientation program on Covid -19, characteristics, symptoms and prevention at Medat Hospital, Lalitpur. The program was attended by representatives from 22 health posts i.e. 12 extra HPs where a basic evaluation of the effectiveness of the training program was done followed by distribution of Covid preventive materials to all 22 HPs.

Component E

November 18 - 19, 2021: Monitoring visit to all 10 HPs with Senior District Health Administrator, officials and RC Kasthamandap members. In all of the 10 HPs visited overall working was found greatly improved with more cases being treated locally and lesser hospital referrals brought about by confidence from the refresher training, better equipped workplace, ready access to senior doctors in case of emergencies and treatment complications thru mobile phones, and positive feedback from the local community. The District Health officials were delighted with the overall positive result.

PROJECT IMPLEMENTATION

Your grant application included plans for the following activities. Please report on each of your project activities below. If there were any additional activities during the project, please report each of them by clicking the Add an Activity button at the end of this section.

1. Medical: Liaison with DHO for materials delivery schedule,

Duration

month 1 [after receipt of funds]

Status

Completed

Start Date

14/05/2019

Completion Date

16/05/2019

2. Procurement of supplies, delivery to HPs. with DOH & RCK members

Duration

month 2-3

Status Completed	Start Date 22/03/2019	Completion Date 22/06/2019
3. MOU with Nepal Medical College on training of HP technicians		
Duration March 2018		
Status Completed	Start Date 18/05/2018	Completion Date 05/12/2018
4. Sanction of training leave by DOH to trainees , start training		
Duration Month 3-6		
Status Completed	Start Date 05/12/2019	Completion Date 15/12/2019
5. Provide DSA, Fee payment to NMC, accommodation etc. attend program, graduation of batches, certification etc.		
Duration month 3-6		
Status Completed	Start Date 15/12/2019	Completion Date 04/03/2020
6. OVERALL: Follow up on data collection and compilation on HP performance - 3- 6 monthly. Obtain report from WEAN on training conducted and business set up, challenges encountered, modifications needed along with financial and expenditure evidence compilation for reporting.		
Duration month 2-6 +		
Status Canceled		
7. RCK: Overall reports compilation Health for RI and RCK reporting. Overall management of the grant, reporting to RI & amp; RCK		
Duration project period		
Status In progress		

8. In the HP technicians training, full payment made to NMC as per the MoU was made in two installments of Rs. 105,000/- and 15,000/- at commencement and conclusion of training programs. We also provided snacks and awarded momentos in recognition of service rendered to 24 faculty members involved in the training program. Apart from this, a small opening and closure program to conclude the training was done on Dec. 15, 2019 and March 4, 2020 at NMC in which, apart from others, Director -Provincial Health Training of Bagmati Province and other District Health Officials from the government, Chairman of, Principal and other officials & Faculty of NMC, Rotarians from RC Kasthamandap, Trainees and others were present. Total financial cost estimate at the closing, including training materials etc was less than Rs. 70,000/- or not material amount and contained within the budget provision.

Status	Start Date	Completion Date
Completed	15/12/2019	04/03/2020

9. No other significant activity, other than those reported in the earlier activity report.

Status
Canceled

10. Covid - 19 Awareness and prevention Program. With some fund remaining, a one day orientation program on Covid - 19 implications, and preventive measures was conducted at Midat Hospital, Lalitpur where technicians from 22 Health Posts attended, along with Senior Administrator of District Health Office, other district health officials, Hospital owners and RCK members. At this function Covid preventive kits including face shields, face masks, examination gloves, personal protective equipment [PPE] and sanitizer with dispenser were distributed to all participants. Feed back on the working conditions at the health posts and opinion on the project were also obtained from the participants. Total cost involved was Rs. 485,657/-. Ref: Laura Bradley e-mail approval of July 28, 2020.

Status	Start Date	Completion Date
Completed	27/11/2020	27/11/2020

11. Monitoring Visit. A final monitoring visit with Lalitpur District Health Administrator and other officials along with RCK members was carried out to the 10 health posts for 2 days, where interaction with the HP technicians as well as physical verification of the equipments, instruments and medical furniture plus the Covid preventive kits was carried out at all locations. All items supported were verified and found in use and well maintained. The working condition at the HPs were found to be much improved with higher morality of the technicians brought about with better knowledge and confidence from the training program, frequent interaction with the designated 4 senior doctors at Nepal Medical College, Kathmandu in handling difficult cases and better equipment at the HPs. Surprisingly there were very few transfers of personnel at the HP's and most technicians trained were met during our visit. The

practice of obtaining medical history of patients, post treatment follow up and better record keeping together with overall and significant job satisfaction and cheerfulness were evident at all locations. Interaction with local people revealed better treatment practice at the HPs and much satisfaction with the technicians. This was very satisfying to the District Health officials and to us as implementing partners. Total cost involved in the monitoring visit was Rs. 51,130/-.

Status	Start Date	Completion Date
Completed	18/03/2021	19/03/2021

Supporting Documents

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- 20190619_141630.jpg
- 20190619_142637.jpg
- 20190619_172240.jpg
- 20190619_172958.jpg
- 20190620_105923.jpg
- 20190620_162035.jpg
- 20190621_093601.jpg
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- 20190621_101608.jpg
- 20190621_121210.jpg
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- 20190621_140053.jpg
- 20190621_170549.jpg
- 20190622_112230.jpg
- 3.jpg
- 4.jpg
- IMG-20210321-WA0009.jpg
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- IMG-20210322-WA0010.jpg
- IMG-20210322-WA0020.jpg
- IMG-20210322-WA0022.jpg
- Picture_2.jpg
- training_3.jpg

Measuring Success

How many people have directly benefited from the project?

600

DISEASE PREVENTION AND TREATMENT

Impact measures

1. Number of individuals reporting better quality of health care services

Collection method	Frequency	Beneficiaries
Public records	Every six months	500-999

RESULTS TO DATE

Collection Method	Frequency	Beneficiaries
Direct observation	Every year	600

2. Number of medical and health professionals trained

Collection method	Frequency	Beneficiaries
Direct observation	Every six months	20-49

RESULTS TO DATE

Collection Method	Frequency	Beneficiaries
Direct observation	Every year	40

3. Number of communities reporting an increase in access to local health facilities

Collection method	Frequency	Beneficiaries
Public records	Every six months	100-499

RESULTS TO DATE

Collection Method	Frequency	Beneficiaries
Focus groups/interviews	Every year	400

4. Number of medical and health professionals trained

Collection method	Frequency	Beneficiaries
Direct observation	Every year	Added on Report

RESULTS TO DATE

Collection Method	Frequency	Beneficiaries
Direct observation	Every year	40

Monitoring and evaluation

Here is the person or organization that was selected to monitor and evaluate impact measures

Person or organization

Following change in the governance system, the responsibility over the health system has now shifted to Provincial System of Government, in our case #3 Province, Health Directorate, Makwanpur, headed by Mr. Ramesh P Adhikari, Director. Our focal person however continues to be Dr. Khageshwar Gelal, [who was the Deputy Health Administrator, District Public Health Office, Lalitpur district, at the time of project startup. He now has limited authority.

+977 057 524761

Qualifications

Although all health now comes under the Health Directorate at Makwanpur, Dr Gelal continues to be our focal point at Health Office, Lalitpur, being associated with this project from inception and also participated in the equipments distribution program with our Club members. Although he is now Senior Health Administrator, his authority is somewhat reduced.

Has this person or organization changed?

No

Participants

SPONSOR PARTICIPATION

What roles and responsibilities did host sponsor members have?

Roles and responsibilities of host sponsor members was coordination of all activities including

1. Basic field survey, and identification of Health Posts [HP] that needed most support.
2. Identification of medical equipments, instruments and furniture needed at each health post.
3. Vendor selection after competitive quotations and placement of orders for imported items or local supply.
4. Order of equipments, receiving and packing as per each HP requirement. Payments to vendors.
5. Coordinate for delivery with the District Health Office. This was done jointly over a 4 days period, in presence of local administration, general public, Dist. Health officials and RCK members. Official acknowledgement of items supplied and briefing on usage of equipments.
6. Training: Coordination and arranging of training 4 health technicians from each of the 10 HPs for 30 days training at Nepal Medical College Teaching Hospital at Kathmandu. Coordinating with District Health Office for selection of candidates, arrangement of leave, coordination and MoU with NMC, arrange faculties, development of training materials fixation of training dates, actual training in 5 batches of 15 days each, opening and closing ceremonies, certificate presentation, management of training related finances etc.
7. Extra Activity: A one day Covid awareness and prevention program organised at Medat Hospital, Lalitpur district where 24 participants from 24 HPs in Lalitpur district participated. Program attended by District Health officials and RCK members where Covid preventive kits and travel expense was paid to all participants. This event was approved by RI.
8. Monitoring visit to all of the 10 HPs supported was carried out jointly with District Health Officials and RCK members over a 2 days period in March 2021. Outcome of the project was found beyond expectation by District Health Officials, efforts of RI, as well as participating RC Clubs were deeply appreciated.

What roles and responsibilities did international sponsor members have?

1. Planning of the project, input in project formulation and program activities.
2. Mobilization of funds and budget review.
3. Remittance of all the committed fund to RCK designated bank account in Kathmandu in time.
4. Periodical monitoring of the project progress through progress and status reporting from RCK.
5. Filing of the periodical status reporting requirement of RI and updating international sponsor club members.
6. Coordination and input in the annual Progress reporting to RI.
7. Input and review in the final project report.
8. Periodical advisory and guidance in project implementation.

PARTNERS (OPTIONAL)

Add any Rotary clubs or districts that were involved in this project, other than the host and international sponsors or financial contributors.

No.	Type	Club name or district number
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COOPERATING ORGANIZATIONS

1. Nepal Medical College

Attarkhel
Kathmandu
Nepal

Describe how cooperating organizations participated in the project.

1. Agreeing to partner with the Health Project in hosting the training program.

2. MoU with RC Kasthamandap in conducting the training program. Five programs of 15 days each comprising of 15 days class room studies and another 15 days hands down practical training for each batch at different departments of the hospital.

3. Developing a special abridged refresher course entitled 'Comprehensive Refresher Training Course on Medical Practice'. 4. Making available faculty for the training. 5. Inauguration and conclusion of Training programs through formal functions where District Health Officials of the Government, College Administration and RCK members were present numbering over 100 members at the Closing function where certificates and refresher training materials were presented to participants in book form.

2. District Public Health Office (DPHO)

Central Region Health Directorate, Kumari Pati, Lalitpur
Kathmandu Province # 3
Nepal

Describe how cooperating organizations participated in the project.

The District Public Health Office [DPHO] assisted in selection of the health posts to be supported, they also selected the Health Technicians from each of the supported HPs for the training. Sanctioning of training leave of 34 days being 15 days each for two sessions plus travel days was also done , which was a big exercise, because of demand for technicians at the HPs. Officials from the District, were present both at the opening and closing training sessions. The District officials also participated in the one day Covid awareness and preventive function of 27 Nov. 2020. The DPHOs planned and participated in the two days Monitoring Visit, along with RCK members, to assess the outcome of the project during 18-19 March, 2021, and positively supported all activities of the project.

Project Expenditures

Grant amount:

38,426 USD

Expense log

Date	Description	Category	Amount (NPR)
18/06/2019	Medical equipments, instruments, medical furniture	Equipment	1797769
25/04/2019	Steel Medical cabinet, medical instrument cabinet	Equipment	407930
09/06/2019	Tables for Health Posts	Equipment	25029.5
02/05/2019	Chairs for Health Posts - 40	Equipment	88000
22/06/2019	Equipment Delivery, Transportation, TADA to Government personnel, Hotel and food expense	Project management	74792
10/03/2020	Training fee , Student stipend, Stationery, Students travel, opening & closing	Training	1436795
21/12/2020	Covid Program Sanitizer & bottle dispenser	Equipment	61600
04/09/2020	Covid Preventive kits: Face shields, face masks & Examination gloves	Equipment	107096.8
26/09/2020	Covid Program Personal Protective Equipment [PPE for Covid - 19]	Equipment	284760
27/11/2020	Covid - 19 Awareness and Prevention Training	Training	30900
19/03/2021	Monitoring visit to 10 Health Posts with Government Health Officials and RCK members	Monitoring/evaluation	53250

Expense summary

Category	Budget (NPR)	Expenses (NPR)	Variances (NPR)
Equipment	2202772.00	2772185.30	(569413.30)
Monitoring/evaluation	330566.00	53250.00	277316.00
Project management	300000.00	74792.00	225208.00
Training	1508800.00	1467695.00	41105.00
Totals:	4342138.00	4367922.30	-25784.30

Did your project have any unexpected or unusually large variances?

Yes

Please briefly describe the circumstances for the variance.

The project earned some income from bank deposit, and this was utilized to conduct a Covid - 19 Awareness and Preventive program wherein health workers from 22 Health Posts were invited to Kathmandu for a one day program in which Covid preventive measures were lectured by senior doctors. Preventive kits and equipments including travel cost reimbursement, were distributed to the participants in the presence of government health officials. Total cost was Rs.485,657/- (allocated to training Rs.32,200/- and equipments Rs.453,456.88). This activity was formally approved by RI, Ms. Laura Bradley email dated July 28, 2020.

Will you return unused funds to the Foundation?

Yes

How much? Please enter the value in U.S. dollars.

1024.34

Financial Details

PROJECT BANK STATEMENTS

Upload bank statements from the project bank account to show all project-related transactions, including deposits and withdrawals. In addition to the bank statements, you can also upload a financial ledger. For scholarships, please attach receipts for any expenses over \$75.

Supporting Documents

- NMB_Statement_1_to_4.pdf
- NMB_Statement_5.jpg
- NMB_Statement_6.pdf

FINANCIAL MANAGEMENT

Who is in charge of the project's financial management?

The Project bank account is under the control of the host club RCK under the joint signature of Primary Contact and another RCK member. Cheques are issued periodically to carry out project related activities and for vendor payments for procurement. All payments are supported by invoices and expenditure evidence and excess funds remaining after field visits or program activities, where cash is withdrawn on estimated basis, are redeposited into project bank.

Please describe the project's financial management, including record keeping, inventory, payment authorizations, and conversion of funds.

The Project's financial management, including record keeping, inventory, payments, authorizations are done by the Primary Contact along with another RCK member. All funds are banked and cheques are drawn either for direct payment to suppliers against invoices or in some cases cash withdrawals are made to finance field visits, viz. materials delivery and monitoring visits etc., payment of stipend, DSA, travel reimbursement and other training events and such other costs where cash payments are necessary. Some petty cash balance is also maintained for small payments. In all cases all these are evidenced with attendance, and or cash payment bills and/or acknowledgement from recipients.

The bank statement supports all direct vendor payments and other cash withdrawals and deposits. All interest income from project fund deposit is evident in the bank statements, including closing fund balance.

Were there any challenges in managing the project funds?

No

PROJECT INCOME

Did your project generate any income through sales, interest, or other sources?

Yes

Enter the amount in U.S. dollars.

1157

Describe the income source.

Gain in Exchange Rs. 31,942.44

Interest income Rs. 105,742.19

Total income Rs. 137,684.63 equivalent to US\$ 1,157.00 @ Rs.119 to a dollar

Supporting Documents

- 20210514_124552.heic
- Monitoring_Visit_March_2021.zip
- Nepal_Health_Covid_III.zip

Authorizations

YOUR AUTHORIZATIONS

Primary contact

By authorizing this report, I confirm that, to the best of my knowledge, these grant funds were spent according to Foundation guidelines and that all of the information contained in this report is true and accurate. Original receipts for all expenses incurred will be kept on file for at least five years, or longer if required by local law, in case they are needed for auditing purposes.

Grant reports and supporting documentation should not include personal data (name, contact information, age/date of birth, health/medical data, or other identifying information) or images of anyone who is not authorizing this report unless (a) it is requested by the Foundation and (b) written consent of the individual (or their parent or legal guardian) is provided to the Foundation. If such personal data is inappropriately included, it may cause delays in the grant process while the Foundation complies with Rotary's Privacy Policy.

I also understand that all photographs, video and other media submitted with this report will become the property of Rotary International and will not be returned. I represent and warrant that I own all rights in the photographs, video and other media, including copyrights, and that all persons (or their parents if they are minors or lack legal capacity) appearing in such photographs, videos and other media have given me their unrestricted written consent to license use of their images/likenesses to Rotary International. I hereby grant Rotary International and The Rotary Foundation (collectively, "Rotary") a royalty-free, worldwide, perpetual, irrevocable license and right to use, publish, print, reproduce, edit, broadcast, webcast, display, distribute, modify, create derivative works from, sublicense and publicly perform, the photographs, video and/or media now or at any time in the future, in Rotary International publications and materials, and for promotional purposes in any form, medium or technology now known or later developed. I represent, warrant and agree that Rotary shall have the universal right to license use of your photograph, video, and/or other media in order to promote Rotary programs, including grants and scholarships without liability.

Sponsor

By authorizing this report, I confirm that, to the best of my knowledge, these grant funds were spent according to Foundation guidelines and that all of the information contained in this report is true and accurate. Original receipts for all expenses incurred will be kept on file for at least five years, or longer if required by local law, in case they are needed for auditing purposes.

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AUTHORIZATION SUMMARY

Primary contact authorizations

Name	Club	District	Status	
Prabhu Bhandary	Kasthamandap Kathmandu	3292	Authorized	Authorized on 14/05/2021
Verne Scholl	Encinitas	5340	Authorized	Authorized on 16/05/2021

Sponsor authorizations

Name	Club	District	Status	
Kamal Rupakheti	Kasthamandap Kathmandu	3292	Authorized	Authorized on 14/05/2021
Kerry Witkin	Encinitas	5340	Authorized	Authorized on 18/05/2021