

The Charities Secretaries Conference 2009

- *Effective Governance and Fund Management in Current Challenging Times*

- Date: Friday, 18 September 2009
- Time: 9.00 am – 5.30 pm
- Venue: Goodwood Park Hotel

VCF Pre-Approved

CPE: 7 hours

The Singapore Association of the Institute of Chartered Secretaries and Administrators (SAICSA) and Association of Fundraising Professionals (AFP, Singapore Chapter) are pleased to host the Charities Secretaries Conference 2009.

The Charity Secretaries Conference 2009 brings together a panel of distinguished speakers, experts and professionals to share ideas and perspectives on effective governance and fund management in the challenging economic climate for the non-profit sector.

Who should attend?

Board members, charity secretaries, consultants, volunteers, senior executives and staff of charities and IPCs.

Conference Fee:

*\$214.00 per participant (before VCF funding)

* *Conference fee includes 7% GST, two coffee breaks and one lunch. All payments are non-refundable.*

Full-time staff or board members from registered charities/IPC's are eligible for the VWO's Charities Capabilities Fund (VCF) grant at the following rates:

Status	VCF Subsidy Rate	Amount Payable
Singaporean/PR	80%	\$42.80
Work Permit/Employment Pass Holder	60%	\$85.60

VCF Funding:

This is a VCF pre-approved conference. Kindly apply VCF funding online at <https://www.ncssapp.org.sg> by **28 August 2009**. For charities/IPC's that are not members of NCSS, please download the application form for VCF funding at <http://www.charities.gov.sg>.

For enquiries on the VCF subsidy, please contact: VCF Secretariat

Capability & Community Funding Department

Tel: 6210-2555/Fax: 6210 2530/ E-mail: ncss_vcf@ncss.gov.sg

For enquiries on the conference: Please contact SAICSA at Tel 6334 4302, Fax: 6334 4669 or email: swler@saicsa.org.sg

The Charities Secretaries Conference 2009 is endorsed by:



The Charities Secretaries Conference 2009

- *Effective Governance and Fund Management in Current Challenging Times*

• Date: Friday, 18 September 2009 • Time: 9.00 am – 5.30 pm • Venue: Goodwood Park Hotel

Programme

- 8.30 am Registration (Participants to be seated by 8.50am)
- 9.00 am Welcome Address by Associate Professor Tan Wee Liang, FCIS, Chairman,
Charity Sector Subcommittee, SAICSA
- 9.10 am Keynote Address by Mrs Fang Ai Lian, Chairman, Charity Council
- 9.30 am **When Will We Start Getting Sensible About Nonprofit Governance?**
Speaker: Mr Laurence Lien, Chief Executive Officer,
National Volunteer & Philanthropy Centre (NVPC)
- 10.00 am Refreshments Break
- 10.30 am **Why Good HRM Matters?**
Speaker: Ms Jenny Au, Director/Senior Consultant, MCServ Pte Ltd
- 11.00 am **Volunteer Management: Challenges and Possibilities**
Speaker: Ms Lam Moy Yin, Co-Founder, MOVE (Managing & Organizing Volunteer Effort)
- 11.30 pm **Panel Discussion**
Moderator: Associate Professor Tan Wee Liang, FCIS, Chairman,
Charity Sector Subcommittee, SAICSA
- Panellists:
Mr Laurence Lien, Chief Executive Officer, National Volunteer & Philanthropy Centre (NVPC)
Ms Jenny Au, Director/Senior Consultant, MCServ Pte Ltd
Ms Lam Moy Yin, Co-Founder, MOVE (Managing & Organizing Volunteer Effort)
- 12.30 pm Lunch
- 2.00 pm **Reserves Management For Non-Profit Organisations**
Speaker: Mr Gerard Lee, CEO, Fullerton Fund Management
- 2.30 pm **From Surviving to Thriving – Energise Your Fundraising**
Speaker: Ms Usha Menon, Executive Chairman, The Management Centre Asia (=mc | Asia)
- 3.00 pm **Singapore Environment Council (SEC)'s Experience in Fundraising**
Speaker: Mr Howard Shaw, Executive Director, Singapore Environment Council (SEC)



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Programme

3.30 pm

Panel Discussion

Moderator: Dr Wong Yew Chong, Chairman (Education Committee),
Association of Fundraising Professionals
(AFP, Singapore Chapter)

Panellists:

Mr Gerard Lee, CEO, Fullerton Fund Management
Ms Usha Menon, Executive Chairman, The Management Centre Asia (=mc | Asia)
Mr Howard Shaw, Executive Director, Singapore Environment Council (SEC)

4.00 pm

Refreshment Break

4.30 pm

Panel Discussion: Governance Trends for Charities and IPCs - Looking Ahead

Moderator: Associate Professor Tan Wee Liang, FCIS, Chairman,
Charity Sector Subcommittee, SAICSA

Panellists: Dr Lan Luh Luh, Co-Director, Corporate Governance and Financial Reporting Centre
(CGFRC) of NUS Business School
Ms Tea Wei Li, Associate Director, Risk Advisory Services, KPMG LLP

5.00 pm

Closing Remarks by Mr Patrick Neo, Immediate Past President, Association of Fundraising
Professionals (AFP, Singapore Chapter)

5.15 pm

End of Conference

Important Note:

- SAICSA & AFP reserve the rights to alter the programme, speakers, panel members, date, time, and venue or cancel the conference owing to unforeseen circumstances.
- Participants are urged to exercise personal social responsibility and take necessary precautions relevant under any health directives from the Ministry of Health (MOH) at the time of the conference.
- All meals provided will contain no pork no lard.
- We regret to inform that limited complimentary carpark coupons are available.



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Closing Date:
28 August 2009

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Registration Form (Fax: 6334 4669)

**Please circle where applicable*

Participant (1)

Name: (Mr Ms Mrs Mdm Dr) _____ Status: ACIS / FCIS / Non-Member / AFP Member

NRIC/PP No. _____ Designation: _____

Contact No. _____ Email: _____

Participant (2)

Name: (Mr Ms Mrs Mdm Dr) _____ Status: ACIS / FCIS / Non-Member / AFP Member

NRIC/PP No. _____ Designation: _____

Contact No. _____ Email: _____

Organisation: _____

Mailing Address: _____

_____ Postcode _____

Contact Person (If different from participant): _____

Tel: _____ Fax: _____ E-mail: _____

Organisation Sector Category *(Please tick in the box):

- | | |
|--|--|
| 1. Education <input type="checkbox"/> | 5. Community <input type="checkbox"/> |
| 2. Health <input type="checkbox"/> | 6. Sports <input type="checkbox"/> |
| 3. Arts and Heritage <input type="checkbox"/> | 7. Other <input type="checkbox"/> (Please indicate): _____ |
| 4. Social and Welfare <input type="checkbox"/> | |

VCF Grant

Eligible for VCF grant: Yes, 80% Yes, 60% No

Please attached a copy of the VCF application reference number with the registration form if applying for VCF grant.

Lunch

Meal Preference (if any): No preference Halal Vegetarian

Note: • For enquiries, please contact SAICSA at Tel 6334 4302, Fax: 6334 4669 or email:
enquiry@saicsa.org.sg

- Registration will only be accepted upon receiving the registration form and payment.
- There would be no cancellation and/or refund if participant fails to attend the conference.
- Cheque should make payable to "SAICSA"
- Please mail your registration form and payment to :
SAICSA, 149 Rochor Road, #04-06, Fu Lu Shou Complex, S(188425)

Cheque No.	Amount:	Invoice No.	Receipt No.
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