



# ANNUAL REPORT 2022-2023



**ONE  
COMMUNITY,  
MANY STORIES.**

Pertapis Education and Welfare Centre (“PEWC”) (UEN: S71SS0014H) is a society registered under the Societies Act and its registered address is 1 Joo Chiat Road, #04-1001, Joo Chiat Complex, Singapore 420001.

PEWC has also been conferred the status of an Institution of Public Character (IPC) from 1 July to 31 March and was subsequently extended for the period from 1 April 2023 to 31 March 2024, IPC No: IPC000455 and can issue tax-exempt receipt for donations.

# CONTENT

02	ABOUT US
03	MESSAGE FROM PRESIDENT
05	EXECUTIVE COMMITTEE
07	MANAGEMENT TEAM
08	ORGANISATIONAL CHART
09	IMPACT AT A GLANCE
10	FINANCIAL PERFORMANCE
11	KEY HIGHLIGHTS
12	OUR WORK: PROGRAMMES AND ACTIVITIES
	‣ <b>Pertapis Children's Home</b>
	‣ <b>Pertapis Centre for Women &amp; Girls</b>
	‣ <b>Pertapis Senior Citizen Fellowship Home</b>
	‣ <b>Pertapis Halfway House</b>
	‣ <b>Community Services</b>
	‣ <b>Counselling/Work &amp; Organization Development</b>
40	THE YEAR AHEAD
41	OUR DONORS & PARTNERS
42	GOVERNANCE
50	JOIN OUR CAUSE



**CHILDREN FOR A BETTER TOMORROW**

TO PROVIDE A SAFE AND COMPASSIONATE ENVIRONMENT FOR THE HOLISTIC DEVELOPMENT OF CHILDREN

**MAKE THE RIGHT CHOICES**

TO BE THE CENTRE OF EXCELLENCE IN THE REHABILITATION OF YOUNG WOMEN AND GIRLS



**SENIOR FOSTERING & SUPPORT**

TO PROVIDE QUALITY CARE AND ACTIVITY BASED PROGRAMS FOR THE ELDERLY TO STAY ACTIVE AND HEALTHY

**SKILLS KILL STIGMA**

TO PROVIDE THERAPY, ASSISTANCE AND GUIDANCE TO FORMER SUBSTANCE ABUSERS TO REINTEGRATE SEAMLESSLY INTO SOCIETY



# ABOUT US

Our journey began in the 1960s by a group of caring youths coming together to provide community support to the families in need.

Since then, PERTAPIS has evolved into a welfare organisation providing services to over 8,000 disadvantaged individuals and families spanning across all ages.



## VISION

To be the model social service provider for the community.

## MISSION

To provide quality education and social services by empowering individuals and the community.

## CORE VALUES

- ▶ Community
- ▶ Empathy
- ▶ Integrity
- ▶ Innovation

# PRESIDENT'S MESSAGE



The past year has been nothing short, but a transformation of sorts for us at PERTAPIS – a year that is filled with ambiguities, anxieties and anticipation, post – governance review and the outcome of our IPC status. However, with a sense of determination and resilience, we proceed to progress onwards with unwavering hope and unflinching tenacity, we navigate the economic turbulence; we face the adversities avidly, notwithstanding maneuvering life and learning to live with COVID-19. This journey is indeed challenging, repressing to us though, but incredibly rewarding.

The spirit of 'gotong-royong' is what makes PERTAPIS special. Together, we prevailed and witnessed the strength of the human spirit consolidate to face all odds and eventuality. This spirit of unity have made us come together, supporting one another, and adapting to a new way of life and living. PERTAPIS remains true to its mission and has successfully navigated these uncharted waters with vigor and vitality.

As we faced the onslaught, we were forced to rethink how do we approached the various aspects of our work. As it is, we are now navigating a new normal in a trauma-informed environment. We need to re-align our resources. Our fundraising efforts took on a completely new meaning as we embraced innovative approaches to engage our community from a distance. We held our E-Flag Day for the second year but continue to leverage on crowd funding platforms to spread awareness and to garner support.

Working from home and staggered work hours become the new norm for many, including our dedicated team. The challenges were numerous, from technological adjustments to managing work-life balance. Yet, in the midst of these trials, we found new ways to collaborate, to communicate, and to remain steadfast in all our discourses. We are indeed amazed to see how our team is able to adapt adroitly in embracing newer challenges and approaching the new environment with zeal and connectivity.



Lest we forget, our commitment is towards our beneficiaries. Our beneficiaries are at the heart of everything that we do. The young and the displaced children and women who are in need, the seniors who have paved the way for us now require our help, and the hapless and needy individuals who rely on our support; – they are the reasons for us to be here, as we steer tirelessly to enrich their lives.

As we enter this post-COVID world, we carry the momentum of the past year’s challenges and triumph. We hope to increase awareness on the various ways the post-COVID 19 had beckoned us and how it affected our community. We thus look forward to rolling out our programs for our beneficiaries with a renewed sense of purpose. We are constantly exploring new initiatives, innovative and creative solutions and strategies to empower us to proceed further. Together we can create.

In conclusion, I would like to express my deepest gratitude and appreciation to all our donors, partners, and stakeholders for the unwavering support and belief in our mission. Your support has empowered us to make a difference in the lives of our beneficiaries and communities. Thank you.

As we look ahead with optimism, we are confident that together we will continue to inspire positive change. Our commitment remains steadfast – to serve those in need with compassion and dedication.

**HUSSAINI ABDULLAH**  
**PRESIDENT**  
**PERTAPIS**

# EXECUTIVE COMMITTEE

Each member of the Executive Committee was elected at the Annual General Meeting on 30th October 2021 and shall serve a term of 2 years from 2021 to 2023.



**HUSSAINI ABDULLAH**

**PRESIDENT**

Occupation: Director



**ABDUL RAHIM ABDUL KHAN**

**VICE PRESIDENT 1**

Occupation: Master Pilot (Harbour)



**FIRDAUS D'CRUZ**

**VICE PRESIDENT 2**

Occupation: Legal Counsel



**MOHAMED SHAHARIN  
BIN MOHAMED NORDIN**

**SECRETARY GENERAL**

Occupation: Vice-President, Banking



**ABDUL SAMAD HARON**

**FINANCE SECRETARY**

Occupation: Retiree



**HASNAH MASNOD**

**ASST SECRETARY GENERAL**

Occupation: Housewife



**DR MOHAMED ELMIE  
NEKMAT**

**COMMITTEE MEMBER**

Occupation: Associate Professor



**MOHAMED RAZIF HELMY  
BIN ABDUL KADIR**

**COMMITTEE MEMBER**

Occupation: Aircraft Pilot



**MUHAMMAD HASYIM  
MOHAMED AZMI**

**COMMITTEE MEMBER**

Occupation: IT Consultant



**AHMAD ISHAK ISMAIL**

**COMMITTEE MEMBER**

Occupation: Officer



# EXECUTIVE COMMITTEE



**FARIDAH BERAM**

COMMITTEE MEMBER

Occupation: Retiree



**ABDUL HAZIN ABDUL RAHIM**

COMMITTEE MEMBER

Occupation: Safety Officer



**DANIAL KHAN ABDUL RAHIM KHAN**

COMMITTEE MEMBER

Occupation: Engineer

## Past Executive Committee (EXCO) Members

Name	Position	Occupation
▶ <b>MOHD MASER MANSOR</b>	Committee Member	Retiree
▶ <b>DR MUHAMMAD FADZIL HASSAN</b>	Committee Member	Senior Lecturer

# EXCO SUB-COMMITTEE

Each of the Sub-Committees are appointed on 31 August 2022 and are supported by the Management and staff of PEWC.

### Finance & Investment Committee

- ▶ ABDUL SAMAD HARON (C)
- ▶ MOHAMED SHAHARIN BIN MOHAMED NORDIN (M)
- ▶ AHMAD ISHAK ISMAIL (M)

### Fundraising Committee

- ▶ HUSSAINI ABDULLAH (C)
- ▶ HASNAH MASNOD (M)
- ▶ ABDUL SAMAD HARON (M)

### Human Resources Committee

- ▶ FIRDAUS D'CRUZ (C)

### Programme Committee

- ▶ HUSSAINI ABDULLAH (C)
- ▶ FARIDAH BERAM (M)
- ▶ ABDUL SAMAD HARON (M)

### Nomination Committee











- ▶ ABDUL RAHIM ABDUL KHAN (C)
- ▶ MOHAMED RAZIF HELMY BIN ABDUL KADIR (M)

### Audit Committee

- ▶ MOHAMED SHAHARIN BIN MOHAMED NORDIN (C)

\*C - Chairman, M - Member

# MANAGEMENT TEAM

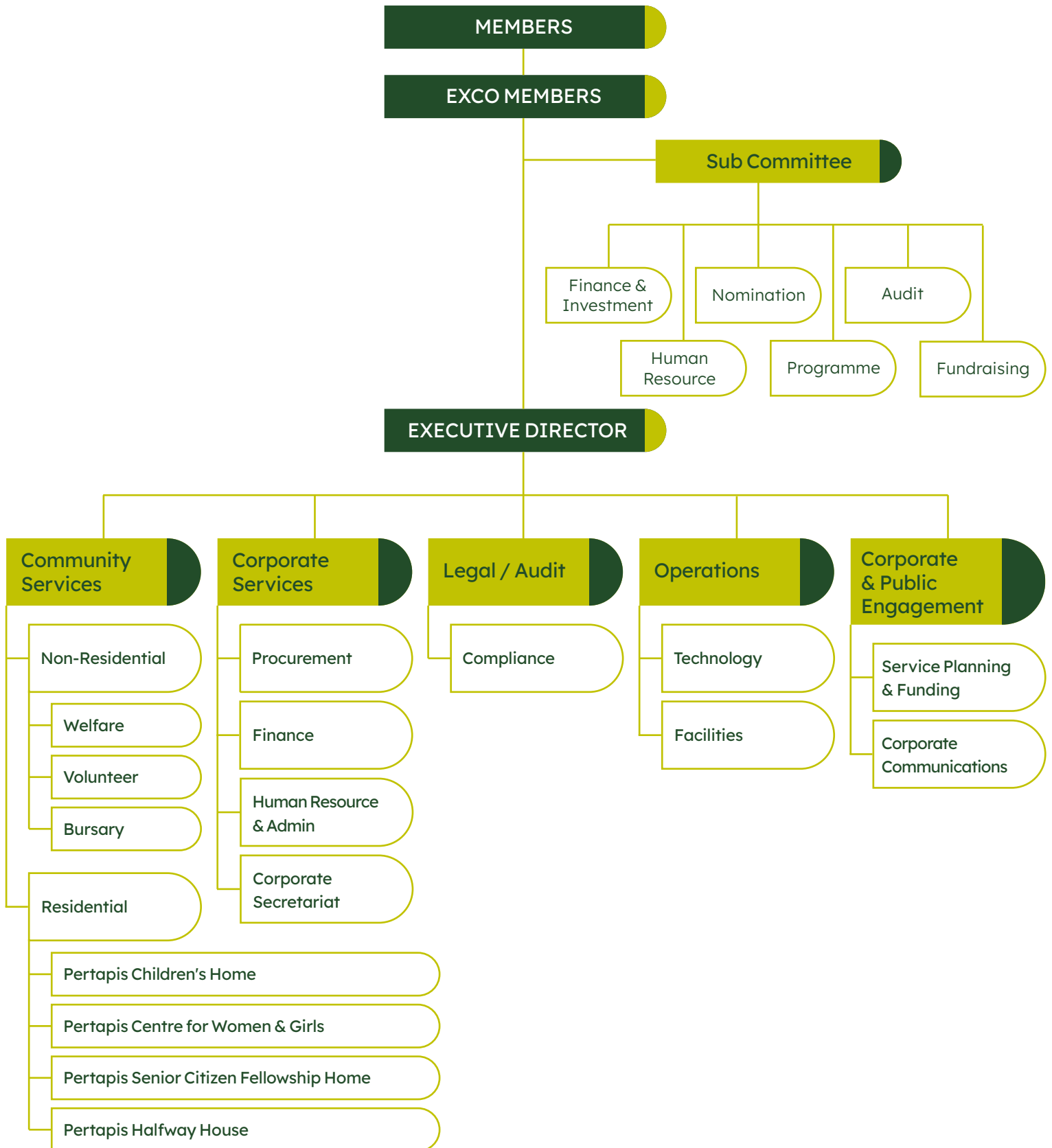
			
<b>RASHIDAH BINTI RASHID</b>	<b>ROSLINDA BINTE RAMLI</b>	<b>ABDUL WAHAB BIN SAHARI</b>	<b>SYED FAZAL SAKAF S/O SYED HUSAIN SAKAF</b>
Senior Manager, Community Services	Senior Manager, Finance	Manager, Technology & Compliance	Manager, Facilities
Date of Appointment 1/04/2022	Date of Appointment 1/04/2022	Date of Appointment 1/07/2022	Date of Appointment 18/04/2022
			
<b>ABDUL JALEEL BIN ABDUL KADER</b>	<b>MOHAMED NOH BIN MOHAMED ADAM</b>	<b>KHAMISAH BINTI IBRAHIM</b>	<b>SUHANNA BINTE OTHMAN</b>
Manager, Human Resource & Admin	Manager, Volunteer Management	Assistant Manager, Finance	Senior Executive, Corporate Secretariat
Date of Appointment 23/12/2022	Date of Appointment 1/04/2022	Date of Appointment 3/01/2023	Date of Appointment 27/12/2022
			
<b>MUHAMMAD SUFIAN BIN MD SALIM</b>	<b>SELVARANGAN SASIREKA</b>		
Head of Home PERTAPIS Halfway House	Head of Home PERTAPIS Children's Home		
Date of Appointment 01/02/2021	Date of Appointment 01/02/2021		

## Past Key Staff

Name	Position
▶ <b>SITI NURBAIYAH BINTE ABDUL SATTA</b>	Head of Home, PERTAPIS Centre for Women & Girls
▶ <b>SARAH BINTE SULAIMAN</b>	Acting Head of Home, PERTAPIS Centre for Women & Girls
▶ <b>NUR RAUDHAH ZAHIRAH BINTE ZAINULDIN</b>	Head of Home, PERTAPIS Senior Citizens Fellowship Home
▶ <b>HAJARAH BEGUM BINTE SHAIK DAWOOD</b>	Manager, HR & Admin
▶ <b>MOHAMED MUHAIMIN BIN MOHAMED ALI</b>	Manager, Public Relations & Marketing
▶ <b>HANA SOFIAH AHMAT</b>	Executive Director
▶ <b>JUFRI HARON</b>	Executive Director

# ORGANISATIONAL CHART

\*FROM APR'22-MAR'23



# IMPACT AT A GLANCE

**Pertapis  
Halfway  
House**

**197**

Residents  
rehabilitated

**158**

Residents secured  
employment

**98**

Planned  
discharge

**Pertapis  
Children's  
Home**

**38**

Children and  
young persons  
cared for

**6**

Children  
reunited  
with family

**Pertapis  
Centre for  
Women &  
Girls**

**68**

Girls  
protected

**37**

Girls reunited  
with family

**Pertapis  
Senior Citizen  
Fellowship  
Home**

**40**

Residents  
protected

**Community  
Services**

**500**

Families  
supported

**174**

Active volunteers  
\*contributed to at  
least 1 activity

**1796**

Total volunteer  
hours

# SUMMARY OF FINANCIAL PERFORMANCE

<b>Income</b>	<b>\$</b>
VOLUNTARY INCOME	\$ 4,290,988
GRANTS AND SUBSIDIES	\$ 8,451,438
ACTIVITIES INCOME	\$ 183,750
INVESTMENT INCOME	\$ 326,171
OTHER INCOME	\$ 72,526
ADMIN FEE	\$ 966,000
MISCELLANEOUS INCOME	\$ 16,559
AMORTISATION OF CAPITAL GRANT	\$ 672,939
<b>Total</b>	<b>\$ 14,980,371</b>

<b>Expenditure</b>	<b>\$</b>
COST OF GENERATING FUND	\$ 176,448
COST OF CHARITABLE ACTIVITIES	\$ 9,276,455
GOVERNANCE AND ADMINISTRATIVE COSTS	\$ 4,278,010
<b>Total</b>	<b>\$ 13,730,913</b>

For more information on PERTAPIS's major financial transactions, statements of assets and liabilities and purposes of charitable assets held, please refer to pages 5 to 24 of the audited financial statements.

# KEY HIGHLIGHTS

## Grand Iftar 2023

Guest of Honour:  
Mr Hussaini Abdullah, President PERTAPIS



## Alms Distribution @WGS

Guest of Honour:  
Mohd Fahmi Aliman, Mayor, South East District



## Korban 2022

Guest of Honour:  
Assoc. Prof. Dr. Muhammad Faishal Ibrahim,  
Minister of State, Ministry of Home Affairs  
& Ministry of National Development



## Staff & Volunteer Appreciation 2022

Guest of Honour:  
Dr. Mohamad Maliki Osman, Minister,  
Prime Minister's Office, Second Minister for  
Education and Second Minister for Foreign Affairs





# OUR WORK

# PERTAPIS CHILDREN'S HOME

Pertapis Children's Home (PCH) was established in July 1991. The Home's mission is to help children who are victims of abuse to re-integrate in society through positive learning. PCH is a place of safety under the Children and Young Persons Act (CYPA). The Home can accommodate up to 60 children with age ranges from 4 to 18 years old.





## OUR VISION

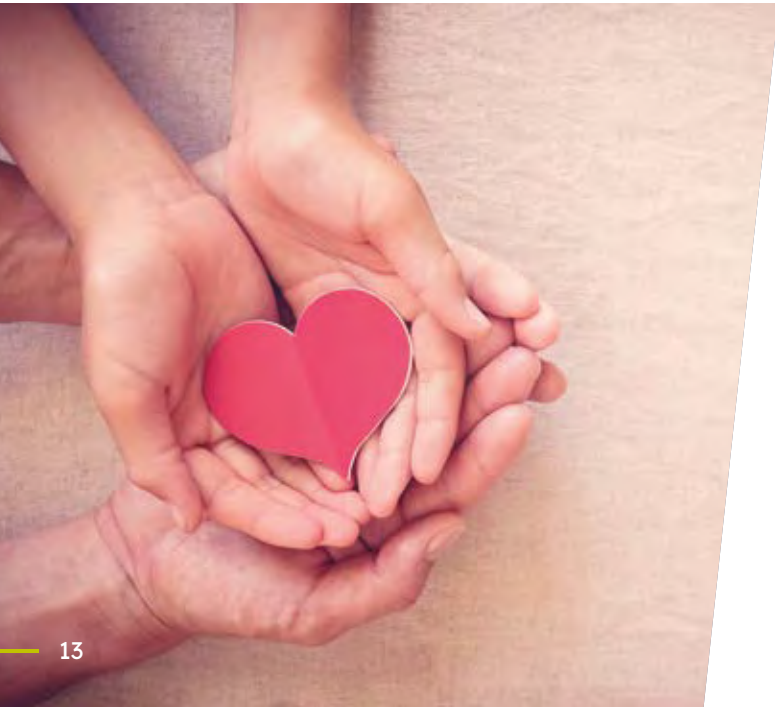
Shaping our children to be contributing members of the society.

## OUR MISSION

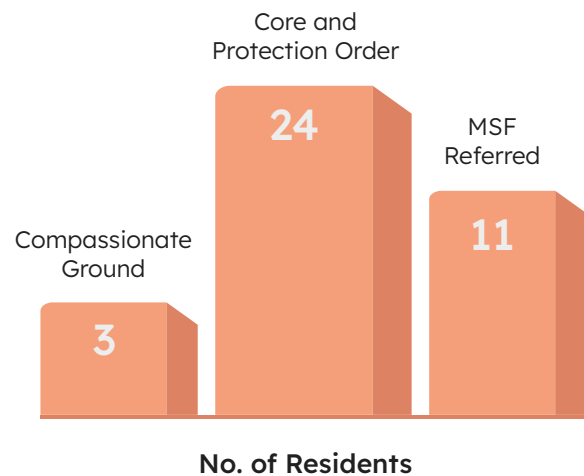
Empowering vulnerable children to discover their potential in a safe environment.

## CORE VALUES

- S - Self Love
- O - Openness
- A - Acceptance
- R - Resoluteness



## DEMOGRAPHIC



## SIGNATURE PROGRAMMES

PCH programmes are curated based on the 5 main domains - academic, fitness, performing arts, therapy and life skills. This is to ensure that the residents are supported to empower themselves through their individual unique strengths and discover their potential. Realizing one's potential is an important step to achieve incredible things in one's life.

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## CASE MANAGEMENT SERVICES

- ▶ Individual Counselling
- ▶ Group Work
- ▶ Re-Integration
- ▶ Continuum of Care

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## DAILY STRUCTURED PROGRAM

- ▶ Case Management Session
- ▶ Spiritual & Moral Education
- ▶ External Collaboration
- ▶ Recreation & Activities
- ▶ Tuition & Enrichment Classes
- ▶ Daily Dosage Action





# PROGRAMMES

## KFC Beach Clean-up



KFC partnered with PCH to do a beach clean-up at East Coast Park. It was a tiring yet meaningful activity. The event allowed our residents to give back to community and shape them to be contributing members of the society. It ended with them happily eating the KFC Lunch Box.

## Silat Federation Open House with BOHME



Our sponsor, Bohme (Betterment of Humankind & Mother Earth) organized an outing for our residents to the Silat Federation Open House at OCBC Arena. Our residents had the opportunity to try out Silat and met with Singapore Silat Champion, Mr. Sheik Farhan Sheik Alau'ddin who shared his experience representing Singapore and winning the championship title.

## Science Camp by AStar



A-Star organized a 3-Day Science Camp at Science Centre. They participated in hands-on activities to build and program robots. It was really enticing to see the curious minds being awed by technology.

## Pfizer Legal Team Car Donation @ Park Royal Marina



Pfizer Legal Team SEA donated toy cars to PCH that they personally hand made during their bonding session. It was held at Park Royal Marina. The toy cars had motivational messages for our residents as well.

# PROGRAMMES

## NUS Valour @ Super Park



Volunteers from NUS Valour brought our residents out to Super Park at Suntec City in January 2023. The volunteers planned games and activities to bond with the residents and arranged a Moral Education sharing session conducted by a professional.

## Samba Percussion Programme



Started in March 2022, the Samba Percussion Programme was held every Thursday evening. The residents looked forward to these sessions as an outlet to relieve stress. It was conducted by Mr Syed from Bloco Singapura, a group well known for spreading swinging samba and throbbing batucada beats.

## Funfit



Mr Richard volunteers every Wednesday afternoon for our Funfit programme. Such physical activities helps to improve the mental and physical wellness in our residents.

# OUR WORK

# PERTAPIS CENTRE FOR WOMEN AND GIRLS

PERTAPIS Centre for Women and Girls (PCWG) is a place of safety that provides residential care and protection for 68 girls ages between 12 to 21 years old who face challenging life situations and are in need of support to rise above the current state of vulnerability. The Centre is gazetted as a Place of Safety, Place of Temporary Care and Protection and Juvenile Rehabilitation (JRCO) Centre under the CYP Act and is also an Approved Institution under the POA.







## OUR VISION

To journey towards a promising future as discerning individuals with dignity and resilience.

## OUR MISSION

- ▶ Protect
- ▶ Empower
- ▶ Nurture



## CORE VALUES

- S - Strength
- H - Hope
- I - Integrity
- N - Nurture
- E - Empower



## OUR SERVICES

Our programmes are aimed at realising healthy growth, and assisting in the creation of a positive future for each girl we are caring for.

PHYSICAL AND  
BASIC CARE

INDIVIDUAL  
SESSIONS

ACADEMIC  
ASSISTANCE

FAMILY SESSION  
AND PROGRAMME

CASE  
MANAGEMENT  
AND INTERAGENCY  
COLLABORATION

SOCIO-EMOTIONAL  
AND RECREATIONAL  
PROGRAMME

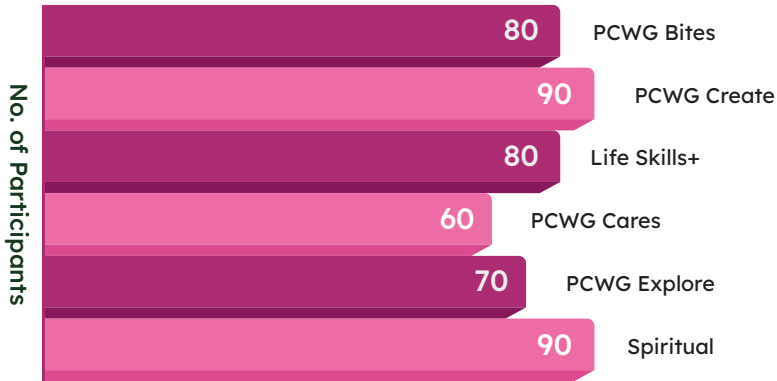
SPIRITUAL  
AND MORAL  
EDUCATION

AFTER CARE  
SUPPORT  
(3 MONTHS)



## SIGNATURE PROGRAMMES

- ▶ PCWG Bites
- ▶ PCWG KeepFit!
- ▶ PCWG Create
- ▶ PCWG Explore
- ▶ Lifeskills+
- ▶ PCWG Cares
- ▶ Spiritual and Moral Education
- ▶ Psychoeducation



## CASE MANAGEMENT SERVICES

- ▶ Individual Counselling
- ▶ Independent Living Programme
- ▶ Family Reunification Programme
- ▶ Care Planning
- ▶ Individual Case Planning
- ▶ Mentorship
- ▶ Psychoeducation
- ▶ Assessment on the girls' strengths and needs
- ▶ Intervention with Community Agency (FSC, Befrienders)
- ▶ Conference with Stakeholders

## VOLUNTEERING PROGRAMME 2022

- ▶ Netball
- ▶ Floorball
- ▶ Yoga
- ▶ Teens aLIVE
- ▶ Beautiful People (BP)
- ▶ Women on a Mission (WOAM)
- ▶ Adhoc Volunteer Programme



# OUR WORK

## The Business Times Budding Artists Fund (BT BAF)



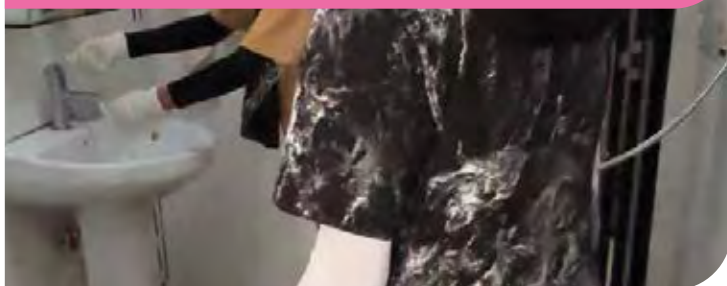
BT BAF offers a systematic multidisciplinary arts programme that includes Dance, Theatre, Music (Vocal and Guitar) for PCWG residents every Friday for 1 hour and 30 mins. BT BAF believes in the importance the role of arts play in the development of one's character. This is emphasized through the creation of works, performance opportunities and developing personal and technical skills through the different artforms.

## PCWG Bites (Structured Programme)



"Cooking done with care is an act of love" – Craig Clairborne. *PCWG Bites* is designed for the residents to develop independent living skills that can ease their transition into young adulthood. It aims to strengthen their abilities to navigate and communicate in everyday life through cooking. Our motto 'Staying together is progress and working together is success.' The residents enjoy cooking and baking with their peers.

## PCWG Cares – House Cleaning (Structured Programme)



*PCWG Cares* aims to create awareness of social and environmental issues to inspire the residents to take initiative and make a positive influence to the community. It provides opportunities to espouse the PCWG's core values of SHINE. PCWG collaborated with Home Nursing Foundation and Fei Yue Active Ageing Centre to create a cleaner and more conducive living environment for the elderly by cleaning their living spaces. 20 PCWG residents assisted families in house cleaning. Through this initiative, they were able to gain a deeper understanding of the community and foster a closer relationship with them.

## LIFESKILLS+ (Structured Programme)



*Lifeskills+* programme provides breadth and overall balance to PCWG experience. It includes skills such as sewing, critical thinking and financial literacy. By enhancing their learning experiences and holistic development, it aims to deliver meaningful enrichment and life skills programmes that will equip the residents with the requisite competencies, knowledge, and skills to realize their potential and to lead a purposeful life in a robust and dynamic world.

# OUR WORK

## PCWG Camp – 12 to 14 December 2022 (School Holiday Programme)



*PCWG Camp* is an annual team building programme that aims to enhance social skills to overcome various challenges in real time situations. The residents are guided and trained by dedicated instructors from CAMP CHALLENGE Pte Ltd. 35 of our residents overcame various challenges through self-directed learning and understanding how the right choices can influence one's circumstances through activities such as Dragon Boat, Combat Archery and more.

## PCWG Showcase 2022 – 23 December 2023 (School Holiday Programme)



PCWG ended the year 2022 with an award ceremony and performance showcase by our talented residents. The *PCWG Showcase* aims to recognise the different forms of merit, achievement, contribution of our residents and provide them with the creative outlet to showcase their talents. After 7 months of weekly trainings with BT BAF, the residents put on a great show filled with dance, theatre, singing and guitar performances supported by an audience of over 80 cheering the girls on. #ShineWithPCWG

## Youth Got It Symposium – 8 October 2022



In conjunction with World Mental Health Day 2022, 8 residents were invited by Metropolitan YMCA (MYMCA) to join *Youth Got It Symposium* by keynote speaker, Adrian Pang. The symposium seeks to unpack critical issues and causes surrounding mental health in youths and to equip them for better mental well-being.

## International Women's Day (Her Circle) – 11 March 2023



To commemorate International Women's Day in 2023, PCWG organized *Her Circle Symposium* on 11 March 2023 involving 70 participants. The event featured 4 inspirational female speakers – Ms Saphira, Ms Liyana Dhamirah, Ms Bella Khaja and Ms A.

This event focused on helping the residents to recognise their strengths and weaknesses, build their resilience, and empowering them. The residents also had an enjoyable time making candles, capturing beautiful moments with the presence of a caricature artist and photobooth. They also learned the importance of life skills through proper physical care.



# OUR WORK

# PERTAPIS SENIOR CITIZEN FELLOWSHIP HOME

Pertapis Senior Citizen Fellowship Home (PSCFH) fosters a culture of independent living and purposeful aging among its residents. A key emphasis of the Home's programme is to ensure the residents' physical well-being is sustained. Where possible, there is a proactive approach to reintegrate these residents back to their family or community.







## OUR VISION

To provide holistic care and support for our clients in a safe and conducive environment, giving them independence and purposeful life with dignity.

## OUR MISSION

To empower residents with independent living within the community by providing care and respect in a supportive environment.



## CORE VALUES

- G - Gratitude
- R - Relationship
- A - Autonomy
- C - Compassion
- E - Empathy

# SIGNATURE PROGRAMMES

PSCFH follows a methodology that promotes holistic well-being for the residents. Active Ageing serves a holistic approach for residents to enhance their mental, physical and social health. These programmes play a pivotal role in achieving a successful quality of life for the residents, which has now emerged as a significantly important goal in medical care.

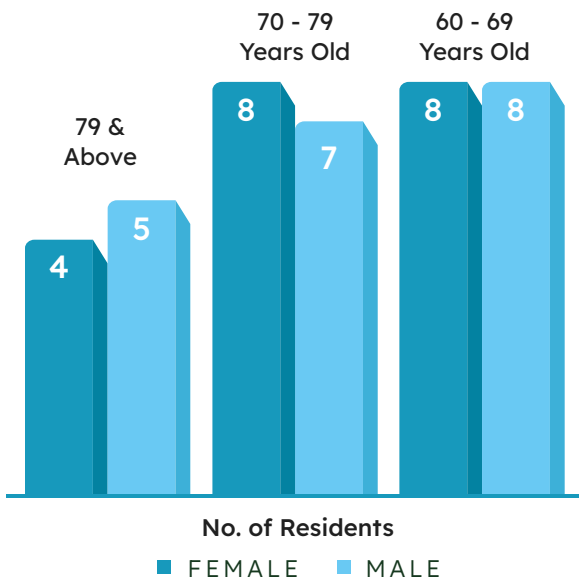


PSCFH Active Ageing programmes, uses reference from the Dimensions of wellness specifically focusing on

- ▶ Physical
- ▶ Cognitive
- ▶ Spiritual
- ▶ Social

Active Ageing have effectively supported residents' health and wellness. It increases residents desire to live well and age gracefully.

# DEMOGRAPHICS



# PHYSICAL

PSCFH adopts the principle of 'prevention is better than cure', focusing its efforts on helping residents prevent any physical decline. The physical programmes enhances the residents' immune systems, which is of utmost importance as their immunity is often compromised.



*Big Walk* is an in-house programme. Residents will go for a walk around the neighbourhood area or to nearby market. In which, residents are free to shop or dine at the hawker centre.



Residents actively participate in physical activities thrice a week, which includes physiotherapy and yoga sessions conducted by vendors.

# COGNITIVE

The programmes are based on lifelong learning concept for the residents. Engaging in intellectually stimulating activities is a proven approach to keep their minds alert and slows down the declining process. It also boost their self-esteem.



PSCFH has a special programme called *Energizers* that is conducted every week. It includes playing board games, traditional games, bingo, puzzles, and recently introduced item for the residents, the Silver Pad tablet.



*Art Therapy* is conducted on weekly basis. The art sessions have proven to boost the mood residents. It provides a way to stimulate their minds and help them to engage in simple activities easily.



We collaborated with the Council for the Third Age (C3A) for the Intergenerational Learning Programme (ILP) in schools. Students helped teach our residents fun activities like making LED cards, butterfly bouquets, planting and painting pots, and working with clay.



## SPIRITUAL

Group and individual faith-based programmes are curated to establish peace and harmony within our residents. The programme helps improve their spiritual knowledge and complements the residents' physical and emotional wellbeing.



PSCFH residents explore and further enrich their understandings in their faith guided by Asatizah Recognition Scheme (ARS) certified religious teachers.



Residents are actively involved in maintaining the home garden. They enjoy planting and nurturing the plants as it gives them a sense of relaxation.

## SOCIAL

Social programmes are curated to improve our residents' ability to communicate well within and outside their family. We believe that social wellbeing involves fostering personal relationships, creating a healthy living environment and a better sense of belonging in the community.



The home holds quarterly birthday celebrations for our residents. These celebrations will include activities such as magic and singing performances or games to encourage social interactions amongst the residents, volunteers, donors and vendors.



*Golden Explorers* is one of our most well-received programmes. The home plans fun and interactive outings for the residents, who are also allowed to suggest places to visit. One of the most visited places is Geylang Serai Market.

# OUR WORK

# PERTAPIS HALFWAY HOUSE

Pertapis Halfway House (PHH) is committed to providing support and rehabilitation to individuals who are transitioning from challenging circumstances, such as incarceration or substance abuse, to effectively reintegrate into the community.







## OUR VISION

To provide a holistic approach in our reintegration programme to bring about a positive lifestyle.

## OUR MISSION

To be a model service provider in reintegration programmes.



## CORE VALUES

- S - Safety net for desistors
- O - Optimistic
- B - Behave professionally
- E - Ethics
- R - Responsible Committed



# SIGNATURE PROGRAMMES

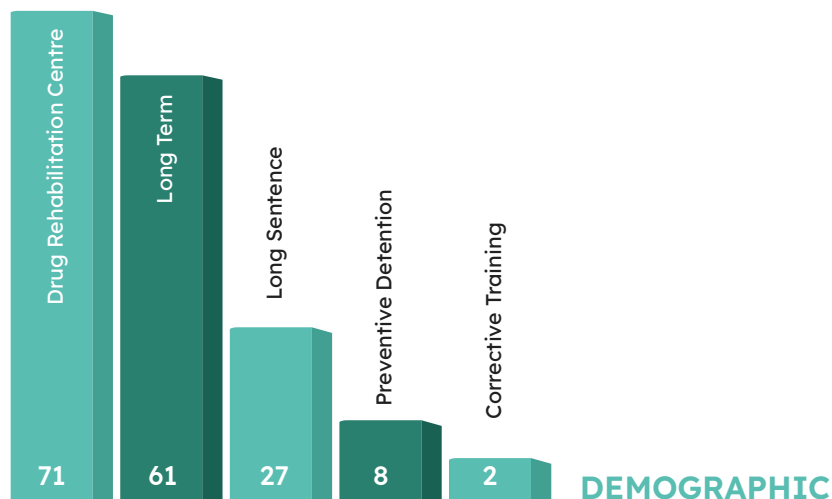
Centred around personalised care, evidence-based practices, and sustained support, PHH programmes strives to empower individuals, reduce recidivism, and enhance the overall well-being of its residents.

## CASE MANAGEMENT SERVICES

- ▶ Individual Counselling
- ▶ Group Work
- ▶ Employment
- ▶ Accommodation & Family
- ▶ Re-integration
- ▶ SOUL Programme
- ▶ Community Involvement Project

## DAILY STRUCTURED PROGRAM

- ▶ Job Function
- ▶ Morning Group Meetings
- ▶ Spiritual & Moral Education
- ▶ Case Management Sessions
- ▶ Rehabilitation Programmes
- ▶ External Collaborations
- ▶ Recreation & Activities



## PROGRAMME PHASES



# NEW SPICE UP (NSU)

PHH introduces the New Spice Up programme (NSU) as its signature programme, comprising a series of activities centred around life skills, personal development and family integration. Its aim is to boost self-worth, rebuild family connections, and ultimately facilitate a positive and meaningful return to society as a contributing member.

## Life Skills

The programme provide residents with essential abilities like effective communications and relationship-building. There are bonding activities designed to promote better acquaintance among new admission and their peers. Furthermore, the program incorporates rehabilitation through sports and active lifestyle as essential components of the programme.



## Development

The programme is centred around personal development by fostering self-confidence, renewing identity, and concurrently enhancing teamwork skills while nurturing leadership qualities.



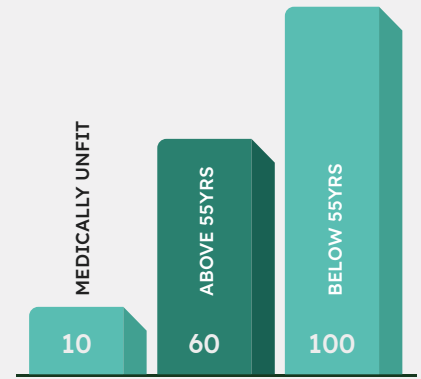
## Reconnecting Families

Family oriented initiatives aim to strengthen the bonds between residents and their loved ones. These programmes focus on building rapport and resolving trust issues, working to enhance the well-being of families and children connected to our residents.



# PRESTIGE

The PRESTige Work Therapy offers training to residents, imparting certified job skills while offering mentorship and work therapy along with a stipend. This prepares them for future employment with enhanced skill sets, improving their prospects for better employability. PRESTige strives to establish a social enterprise dedicated to addressing the needs of the elderly population and individuals facing medical challenges.



### Shred It Right

An eco-friendly initiative to dispose documents and spiritual/religious texts by shredding instead of traditionally burning. The workshop provides work therapy for elderly offenders and those with regular medical appointments to earn an allowance while building their resilience for entry into the workforce.



### Aircon Servicing & Cleaning

The cleaning services initiatives will provide hands-on experience for participants to embark into the cleaning industry with relevant certification, progressive experience and the knowledge of using eco-friendly cleaning agents and products.



### Aircon Servicing & Cleaning

Aircon maintenance and servicing is a new traineeship to provide hands-on experience while undergoing WSQ courses improve employability. This is an introductory workshop to spur resident's interest to either pursue a career, business or even for self-interest for their own homes and offices.

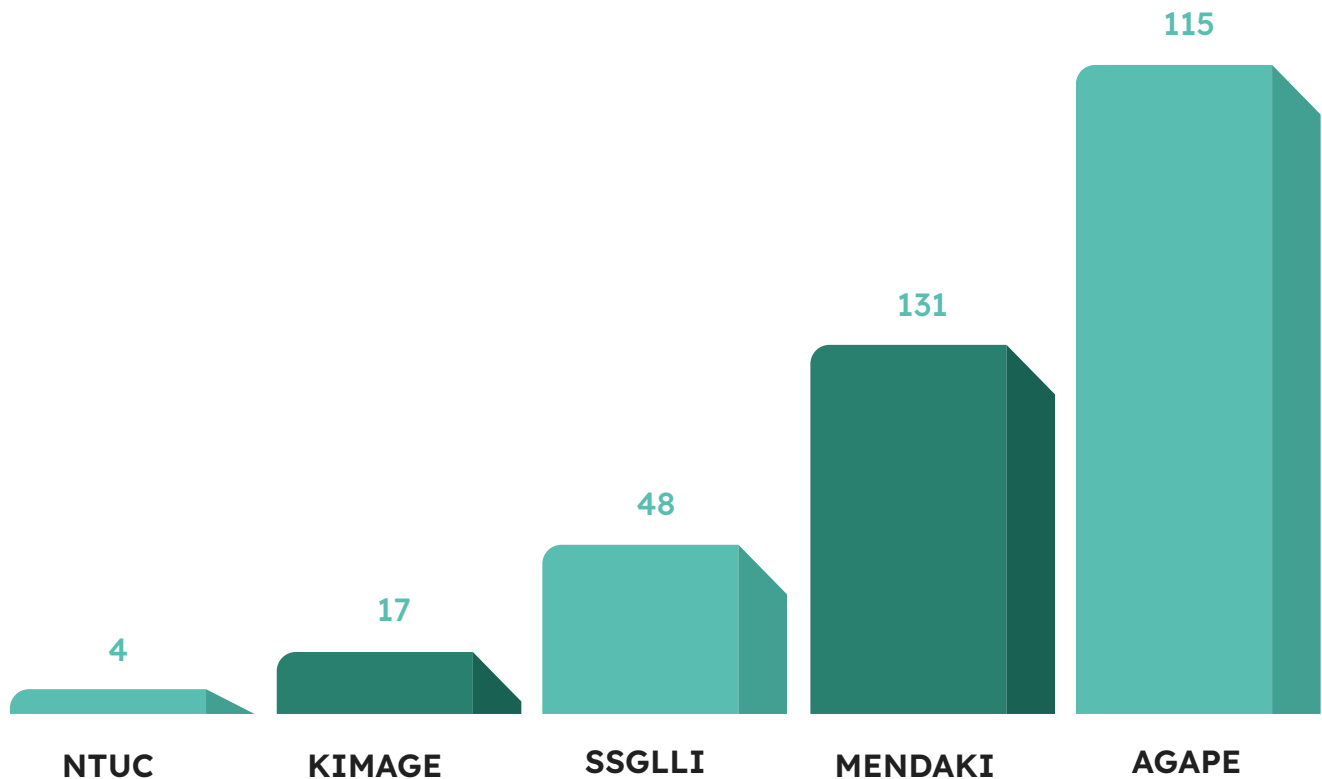


### Printing

The printing workshop revitalizes second-hand clothing through creative design and printing techniques. It also serves as a hub for creating printed materials such as books, brochures, posters, flyers, business cards, and other similar items. Participants receive guidance from mentors in both digital art and the technical aspects of operating the equipment.

# EMPOWER ID

PHH empowers residents by providing them the contemporary knowledge and insights relevant to their selected job industries. A total of 470 trainees have enhanced their skills and upskilled through participation in training sessions organised by partner institutions.



On 1 December 2022, PA and Mendaki conducted a Handyman course for residents to learn and repair common faults in home electrical appliances. The event was graced by Assoc. Prof. Faisal Ibrahim, Minister of State, Ministry of Home Affairs & Ministry of National Development. He encouraged the residents to seize the chance to enhance their skills.





# REHABILITATION BEYOND HOME

The Rehabilitation Beyond Home Programme is an innovative initiative that goes beyond the confines of traditional rehabilitation, offering ex-residents with a supportive and nurturing environment as they reintegrate into society. This programme recognizes the importance of meaningful interactions and strong connections during the reintegration process. It comprises two alumni support groups - Fifty 34 FC and Drive For Change (DFC) Alumni - dedicated to addressing the unique needs and interests of ex-residents, facilitating their ongoing growth and well-being.

Fifty 34 Football Club



DFC Alumni



## RESIDENTS AFTERCARE SUPPORT PROGRAMME (RASP)

RASP is a vital initiative with the aim of providing a safe and nurturing environment for ex-offenders who are within one year of their release from prison. This programme addresses the pressing issue of relapse prevention and to provide shelter by offering these individuals for up to 6 month stay-in. With a structured and nurturing space, these individuals can work towards successful reintegration into society.

The key objective of RASP is to curb relapse in ex-offenders by delivering comprehensive support within a structured environment that minimizes negative influences and triggers. Through a combination of counselling, vocational training, educational opportunities, and mental health wellness, the programme strives to address the multifaceted needs of ex-offenders, assisting them in building a strong foundation for their post-prison lives.

With a focus on tackling the root causes of criminal behavior and relapse, RASP aims to lower recidivism rates among ex-offenders, facilitating their transformation into productive and positive members of society.

# OUR WORK

# COMMUNITY SERVICES

Tabung Amal Jariah (TAJ) was established in 1984, located at Lorong 21 Geylang to provide welfare assistance to the poor, needy and lower income families through our monthly food ration distribution. TAJ relocated to Joo Chiat Complex in 2015 and in March of the same year, TAJ Community Project was launched. In 2023, TAJ was rebranded to Community Services Department (CSD).





# SIGNATURE PROGRAMMES

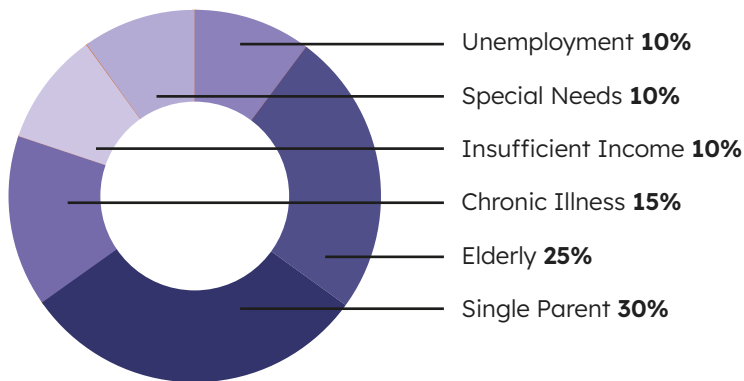
## Monthly Food Ration Distribution

CSD supports the beneficiaries through the distribution of monthly food rations. This includes staples such as rice, sugar and canned sardines. Our beneficiaries also receive a \$50 voucher to supplement in purchasing items for their daily needs.

## Tuition

Children of CSD beneficiaries are provided with tuition to assist them in their academic studies. We partnered with student volunteers from Singapore University of Social Sciences (SUSS) to not only provide academic assistance but also organise recreational activities for the children foster stronger bonds. In 2022, we had 23 Primary level and 17 Secondary level students involved in the programme.

# BENEFICIARIES DEMOGRAPHICS



CSD is currently managing 500 beneficiaries coming from different walks of life nationwide. The 500 beneficiaries are generally categorised into the above demographics.



# PROGRAMMES

## Motivational Workshop



Dr Sophian Kayat conducted a motivational workshop, *You are Your Biggest Enemy* where the beneficiaries especially those with young children learn to identify their frustration that stems within their own selves and how to overcome it. The children were engaged by our SUSS volunteers who conducted enjoyable activities for them.

## Collaboration with Mendaki on Women At Work Programme



*Women At Work (W@W)* is an enhanced “back-to-work women” programme by Mendaki to facilitate and support Malay/Muslim women to restart, rebuild and re-integrate into the workforce. This is done through skills upgrading, capacity-building, and job matching. With this collaboration, it provides an avenue for our beneficiaries to seek employment and upgrade themselves.

## Pertapis Celebrates SG Family



Pertapis TAJ volunteers organized a family day event in support of SG Family, a national initiative launched by the Ministry of Social and Family Development (MSF) for our beneficiaries. 23 TAJ families participated in the event, that was filled with fun & games planned by our dedicated volunteers. The activities were carefully design by our volunteers to drive the message of teamwork in the family where it requires each member – be it parents or children – to work together as a team, supporting and respecting one another, being honest and open-minded in our interaction, with willingness to set aside time for family despite our busy schedules.



# PROGRAMMES

## SUSS Learn Love Live (LLL) Campus Tour & Learning Journey



SUSS Campus Tour is a one-day event organized by SUSS student volunteers where the beneficiaries' children visited SUSS for a tour around the university and participate in enriching activities. After lunch, volunteers and children proceeded to Botanic Gardens, specifically the Forest Discovery Centre where the children learned about the animals in the forest through interactive games with their mentors. They also get to have fun at the immersive playground. The day ended off with prize-giving.

## House Cleaning with Care Singapore @ Eunos Crescent



CSD collaborated with CARE Singapore to assist families in house cleaning to prepare for the upcoming Ramadan. 19 students and 5 staff from CARE Singapore visited 4 families in Eunos Crescent to help the families.

The students didn't hesitate to do chores as they mopped the floor, wiped the windows and furniture. They also interacted with the families to get to know them better.

## Collaboration with Credit Suisse Group



It was our honour to collaborate with Credit Suisse as they spend time volunteering with us during our August, September & October Ration Distribution. It was notable to see them rolling their sleeves and interacting with the beneficiaries.

# OUR WORK

# COUNSELLING / WORK & ORGANIZATION DEVELOPMENT

Counselling/ Work & Organisation Development (CWOD) is the enhancement of PERTAPIS Counselling & Care Unit (PCCU). PCCU began its operations in October 2016, adding to the string of services by PERTAPIS. An official launch was carried out on 23 March 2019 by Mr Desmond Lee, then Minister for Social & Family Development in conjunction with its inaugural conference titled *Hope Beyond Challenges*. Some 300 participants benefited from the sharing by 10 renowned speakers from the social service industry – ranging from Children, Youth, Gerontology and Mental Health.

## PHILOSOPHY OF SERVICE

CWOD aims to nurture through inclusivity and mobilizing resources. Building organizational capability, fosters innovation, empowerment, transformation and change.

## SERVICES

- ▶ COUNSELLING & GUIDANCE
- ▶ CAPABILITY ENHANCEMENT
- ▶ CONSULTANCY



# THE YEAR AHEAD

In pursuit of creating a positive and lasting impact for our community, we feel humbled and thankful for the remarkable generosity given from the community. None of our achievements in the past year would also have been possible without the remarkable dedication of our employees. The challenges we faced were monumental but together, we have laid the foundation for a promising and impacting future.

In an era where talent is in high demand, we went through a challenge that is uncommon in every charity organization – the issue of staff retention. The commitment from our employees through this challenge has been a beacon of inspiration. Their resilience and dedication in the face of adversity has been nothing short of commendable. We are actively working to enhance our efforts in supporting our staff, recognizing their contributions, and providing opportunities for growth within our organization.

The post-COVID era forced us to make an adjustment in our approach. We adapted to the changing landscape, embracing new technologies to ensure our services continued to reach those in need. We recognized the need for adaptability in our approach. The need to engage a new wave of donors, primarily among younger adults, required us to think creatively and embrace digital platforms to amplify our message.

A chapter will also close for some of our board members. Their dedication and strategic insights have been instrumental in propelling our organization forward.



With their guidance, we have achieved significant milestones – establishing important changes within our four welfare homes as well as giving their support for our social causes. These board members have played an important role in shaping our organization and their legacy will forever be intertwined with our success.

In a world that is grappling with environmental challenges, we are also committed in being a part of the solution. We are looking at focusing our efforts to help promote sustainability and environmental consciousness into our initiatives.

I am humbled by the dedication and determination displayed by our staff as we navigate these times of change. Their resilience is a testament to the strength of our organization, and I am profoundly grateful for their commitment to our mission.

As we move towards a new chapter, I would also like to extend my deepest gratitude to all our stakeholders, partners, board members and donors for your enduring support. Together, we will be able to foster a positive change and shape a better future for our community for many more years to come.

**FIRDAUS D'CRUZ**  
**CEO**  
**PERTAPIS**

**Date of Appointment: 11/9/2023**



# THE YEAR AHEAD

## OUR FUTURE PLANS

### ▶ REESTABLISHING AND ENHANCEMENT OF PROGRAMMES

In the climate of a post-Covid Singapore, we are re-establishing our programmes and services to the community. With a new lens, we are focused on enhancing our programmes and services to better serve our clients and beneficiaries. For instance, we are increasing our intake of Corporate Social Responsibility programmes to enhance our visibility to our corporate sponsors as well as the public. Such initiatives promote championing diversity, inclusion and fostering a better community between all stakeholders. We are engaging our beneficiaries with focused surveys to better tailor our services to their needs in this challenging landscape.

### ▶ DIGITALISATION AND TECH-REFRESH

We have embarked on integrating more technological systems within the organisation that began with the digitalisation of our HR Management System and Visitor Management System. This strategic move is just the beginning of our commitment to leverage technology for operational enhancements and improved efficiency. Two new management systems to be embarked in the year ahead, supported by NCSS grants with respect to Centre Management System and Facility Management System for our organisation and homes.

### ▶ BRAND AWARENESS

In the upcoming financial year, enhancing brand awareness will be a critical component of our future plans. Recognizing that a strong brand presence is essential in today's landscape, we hope to explore into more comprehensive marketing and branding initiatives. Our strategy includes not only expanding our digital presence through targeted social media campaigns and a revamped website but also engaging in meaningful community outreach programs.

## Expenditure Plans

The Executive Committee has approved the operational budget for PEWC for an estimated amount of \$17.7 million, which covers general expenditure, programme activities, residence expenses, utilities, salaries, governance costs, fund raising expenses, donations as well as administrative and overhead costs.

## Fundraising plans

Financial support is crucial in sustaining and expanding our initiatives. To achieve this, we hope to implement a more extensive fundraising strategy that includes diversifying our funding sources, engaging in targeted donor outreach campaigns, and exploring innovative fundraising methods. By continuing to nurture relationships with existing donors and forging new partnerships within the community, we aim to secure the necessary resources to further our mission and drive positive impact in the communities we serve. PEWC hopes to appeal for donations in the upcoming financial year through fundraising initiatives such as:

Period	Initiatives
April 2023 – March 2024	<ul style="list-style-type: none"><li>▶ PERTAPIS Friday Mosque Collection</li><li>▶ PERTAPIS Flag Day</li><li>▶ PERTAPIS Forums focused on the different needs of the Homes and the Community</li><li>▶ Exclusive Charity Partnership Events</li></ul>

# OUR DONORS AND PARTNERS

\*Listed in alphabetical order

- ▶ AB Revolutionz Pte Ltd
- ▶ Abdullah Saleh Shooker Charity Fund
- ▶ Aetos Holdings Pte Ltd
- ▶ Aisyah Collection(JCC) Pte Ltd
- ▶ Association of Muslim Professional
- ▶ Basharahil Bros
- ▶ Bimla Enterprises
- ▶ BMW Car Club Singapore
- ▶ Boston Scientific Asia Pacific Pte Ltd
- ▶ Brenton Fong Architects
- ▶ Care Singapore
- ▶ Credit Suisse AG
- ▶ DPS International School Pte Ltd
- ▶ Dragnet Smartech Security Pte Ltd
- ▶ E2i
- ▶ Edufront Learning Centre Pte Ltd
- ▶ Focus Adventure Pte Ltd
- ▶ Food from the Heart
- ▶ Geylang International FC
- ▶ Hi-Ace Contract Services Pte Ltd
- ▶ Holy Innocents' Primary School
- ▶ Hong Wen School
- ▶ Intel Technology Asia Pte Ltd
- ▶ Inter-Forwarding Logistics Pte Ltd
- ▶ Joo Chiat Complex Traders Association
- ▶ Kids Meadow Childcare(Eunos)
- ▶ King Living Singapore Pte Ltd
- ▶ Kowabunga Global Pte Ltd
- ▶ Kowloon Club
- ▶ Kruegar Contract Services Pte Ltd
- ▶ Lembaga Pentadbir Masjid Haji Yusoff
- ▶ Little Paddington Preschool Tanglin Park Pte Ltd
- ▶ Lotus Light Charity Society (Singapore)
- ▶ Makkah International Pte Ltd
- ▶ Maplebear Learning Centre
- ▶ Maybank Singapore Limited
- ▶ Naf Images
- ▶ NCADA
- ▶ PAP Community Foundation(Woodlands Branch)
- ▶ Persatuan Pemuda Islam Singapura
- ▶ President Challenge
- ▶ Project Dragon Heart (Singapore)
- ▶ Quantedge Foundation(Singapore) Ltd
- ▶ Saffrons Services Pte Ltd
- ▶ Salleh Marican Foundation
- ▶ Sallim Talib Family
- ▶ SBS Transit Ltd
- ▶ Second Chance Properties Ltd
- ▶ Sha Zah Confectionery
- ▶ Singapore Police Force Public Transport Security Command
- ▶ South East CDC
- ▶ SSA Culinary Institute Pte Ltd
- ▶ SUSS Learn Love Live
- ▶ Syed Mohamed Traders(Singapore) Pte Ltd
- ▶ The Cheery Child Clinic Pte Ltd
- ▶ The Foodbank Singapore
- ▶ Toko Warisan Trading
- ▶ UES Holdings Pte Ltd
- ▶ Uniqlo
- ▶ Wisma Geylang Serai
- ▶ Yayasan Mendaki
- ▶ Yellow Ribbon Singapore

# GOVERNANCE

PEWC is governed by PEWC Constitution, Societies Act and Charities Act, relevant regulations and guidelines, and the Code of Governance.

## Role of EXCO members

The Board's role is to provide strategic direction and oversight of PERTAPIS's programmes and objectives and to steer the charity towards fulfilling its vision and mission through good governance.

## Board Meetings and Attendance

A total of eleven meetings were held during the financial year, on the following dates:

- ▶ 23 April 2022
- ▶ 21 May 2022
- ▶ 25 June 2022
- ▶ 30 July 2022
- ▶ 29 August 2022
- ▶ 17 September 2022 (AGM)
- ▶ 22 October 2022
- ▶ 26 November 2022
- ▶ 24 December 2022
- ▶ 28 January 2023
- ▶ 25 February 2023

Name of EXCO Committee Members	% of Attendance
*Hussaini Abdullah	100
*Abdul Rahim Abdul Khan	100
Firdaus D'Cruz	92
Shaharin M Nordin	100
*Mohd Maser Mansor ( <i>Resigned 25/8/22</i> )	NA ( <i>absent with apologies</i> )
Abdul Samad Haron	92
Dr Muhammad Fadzli Hassan ( <i>Resigned 24/8/22</i> )	8
Muhd Hasyim Mohd Azmi	0 ( <i>absent with apologies</i> )
*Ahmad Ishak Ismail	92
Dr Mohd Elmie Nekmat	25
Mohd Razif Helmy	75
Danial Khan A. Rahim	50
Abdul Hazin A. Rahim	42
Hasnah Masnod	75
Faridah Beram	83

\*has served for more than 10 consecutive years due to new emerging challenges that arose from the COVID-19 pandemic and to ensure continuity of the organisation's mission, vision and objectives.



## Disclosure of Remuneration and Benefits received by EXCO Members

Benefits received by EXCO members and/or spouse of EXCO members and/or family members	\$
Cash Card - EXCO member (President, Vice President 1 and Finance Secretary)	520
Season Parking (President, Vice President 1, Secretary General and Finance Secretary)	5,014.20
Gift - EXCO members (Hamper)	1,588.95
Handphone Bill - President	1,610.76
Aerobic class allowance - Wanita member	1,300
	<b>\$10,033.91</b>

Related Members	Related
Abdul Rahim Abdul Khan (Vice President 1)	Danial Khan A.Rahim, Abdul Hazin A.Rahim
Mohamed Jufri Bin Haron (Executive Director)	Abdul Samad Haron

## Related Entity of PEWC

**Pertapis Community Services Limited ("PCS")** (UEN: 201213426G) is incorporated on 30 May 2012 and domiciled in Singapore as a Company limited by guarantee. The registered address is 1 Joo Chiat Road, #04-1001, Joo Chiat Complex, Singapore 420001.

EXCO Member	Designation in PEWC	Designation in PCS
Hussaini Abdullah	President	Director

Appointed Auditors of PEWC	Auditors	Date of Appointment
Helmi Talib LLP - Suriyati Binti Mohamed Yusof (Partner)	External	17 September 2022
Mahmood Abdullah Bamadhaj	Internal	30 October 2021
Kamarudin Mohamed Ismail	Internal	30 October 2021

## **DISCLOSURE OF ANNUAL REMUNERATION**

PERTAPIS has disclosed the remuneration of its key management personnel in the audited financial statements, Note 4c & 4d (Page 21). Please refer to the statements for more information.

## **RESERVES POLICY**

Please refer to Note 18 (Page 39) of the audited financial statements, for PERTAPIS's reserves policy.

## **RESTRICTED FUNDS**

PERTAPIS has disclosed its restricted funds in the audited financial statements, Note 12 (Page 27-36). Please refer to the statements for more information.

## **CONFLICT OF INTEREST POLICY**

All Board members and staff are required to comply with the charity's conflict of interest policy. The Board has put in place documented procedures for Board members and staff to declare actual or potential conflicts of interests on a regular and need-to basis. Board members also abstain and do not participate in decision-making on matters where they have a conflict of interest.

## **WHISTLE-BLOWING POLICY**

Our charity has in place, a whistle-blowing policy to address concerns about possible wrong- doing or improprieties in financial or other matters within the charity.

# GOVERNANCE EVALUATION CHECKLIST

S/N	Code guideline	Code ID	Response	Explanation (if Code guideline is not complied with)
<b>Board Governance</b>				
1	Induction and orientation are provided to incoming governing board members upon joining the Board.	1.1.2	Not Complied	Previous process was not completely documented but this has been established effective April 2023.
	Are there governing board members holding staff appointments? (skip items 2 and 3 if “No”)		Yes	
2	Staff does not chair the Board and does not comprise more than one third of the Board.	1.1.3	Complied	
3	There are written job descriptions for the staff’s executive functions and operational duties, which are distinct from the staff’s Board role.	1.1.5	Not Complied	In the sudden retirement of Senior Executive Director, Secretary General provided temporary oversight as Interim Management Head from April 2022 - August 2022.
4	The Treasurer of the charity (or any person holding an equivalent position in the charity, e.g. Finance Committee Chairman or a governing board member responsible for overseeing the finances of the charity) can only serve a maximum of 4 consecutive years.  If the charity has not appointed any governing board member to oversee its finances, it will be presumed that the Chairman oversees the finances of the charity.	1.1.7	Complied	
5	All governing board members must submit themselves for re-nomination and re-appointment, at least once every 3 years.	1.1.8	Complied	
6	The Board conducts self evaluation to assess its performance and effectiveness once during its term or every 3 years, whichever is shorter.	1.1.12	Not Complied	Previous process was not completely documented but this has been established effective April 2023.



	Is there any governing board member who has served for more than 10 consecutive years? (skip item 7 if “No”)		Yes	
7	The charity discloses in its annual report the reasons for retaining the governing board member who has served for more than 10 consecutive years.	1.1.13	Complied	
8	There are documented terms of reference for the Board and each of its committees.	1.2.1	Not Complied	Previous process was not completely documented but this has been established effective April 2023.

### Conflict of Interest

9	There are documented procedures for governing board members and staff to declare actual or potential conflicts of interest to the Board at the earliest opportunity.	2.1	Complied	
10	Governing board members do not vote or participate in decision making on matters where they have a conflict of interest.	2.4	Complied	

### Strategic Planning

11	The Board periodically reviews and approves the strategic plan for the charity to ensure that the charity’s activities are in line with the charity’s objectives.	3.2.2	Complied	
12	There is a documented plan to develop the capacity and capability of the charity and the Board monitors the progress of the plan.	3.2.4	Complied	

### Human Resource and Volunteer Management

13	The Board approves documented human resource policies for staff.	5.1	Complied	
14	There is a documented Code of Conduct for governing board members, staff and volunteers (where applicable) which is approved by the Board.	5.3	Not Complied	Previous process for governing board members and volunteers was not completely documented but this has been established effective April 2023.

15	There are processes for regular supervision, appraisal and professional development of staff.	5.5	Complied	
	Are there volunteers serving in the charity? (skip item 16 if “No”)		Yes	
16	There are volunteer management policies in place for volunteers.	5.7	Not Complied	Previous process was not completely documented but this has been established effective April 2023.

## Financial Management and Internal Controls

17	There is a documented policy to seek the Board’s approval for any loans, donations, grants or financial assistance provided by the charity which are not part of the charity’s core charitable programmes.	6.1.1	Not Complied	Previous process was to discuss and minute in board meeting. This has been established effective April 2023.
18	The Board ensures that internal controls for financial matters in key areas are in place with documented procedures.	6.1.2	Complied	
19	The Board ensures that reviews on the charity’s internal controls, processes, key programmes and events are regularly conducted.	6.1.3	Complied	
20	The Board ensures that there is a process to identify, and regularly monitor and review the charity’s key risks.	6.1.4	Complied	
21	The Board approves an annual budget for the charity’s plans and regularly monitors the charity’s expenditure.	6.2.1	Complied	
	Does the charity invest its reserves (e.g. in fixed deposits)? (skip item 22 if “No”)		Yes	
22	The charity has a documented investment policy approved by the Board.	6.4.3	Not Complied	Previous process was to discuss and minute in board meeting. This has been established effective April 2023.

## Fundraising Practices

	Did the charity receive cash donations (solicited or unsolicited) during the financial year? (skip item 23 if “No”)		Yes	
23	All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity.	7.2.2	Complied	

	Did the charity receive donations in kind during the financial year? (skip item 24 if “No”)		Yes	
24	All donations in kind received are properly recorded and accounted for by the charity.	7.2.3	Not Complied	Previous process was not completely documented but this has been established effective April 2023.

## Disclosure and Transparency

25	The charity discloses in its annual report – (a) the number of Board meetings in the financial year; and (b) the attendance of every governing board member at those meetings.	8.2	Complied	
	Are governing board members remunerated for their services to the Board? (skip items 26 and 27 if “No”)		Yes	
26	No governing board member is involved in setting his own remuneration.	2.2	Complied	
27	The charity discloses the exact remuneration and benefits received by each governing board member in its annual report. OR The charity discloses that no governing board member is remunerated.	8.3	Complied	
	Does the charity employ paid staff? (skip items 28, 29 and 30 if “No”)		Yes	
28	No staff is involved in setting his own remuneration.	2.2	Complied	

29	<p>The charity discloses in its annual report –</p> <p>(a) the total annual remuneration for each of its 3 highest paid staff who each has received remuneration (including remuneration received from the charity’s subsidiaries) exceeding \$100,000 during the financial year; and</p> <p>(b) whether any of the 3 highest paid staff also serves as a governing board member of the charity.</p> <p>The information relating to the remuneration of the staff must be presented in bands of \$100,000. OR The charity discloses that none of its paid staff receives more than \$100,000 each in annual remuneration.</p>	8.4	Complied	
30	<p>The charity discloses the number of paid staff who satisfies all of the following criteria:</p> <p>(a) the staff is a close member of the family belonging to the Executive Head or a governing board member of the charity;</p> <p>(b) the staff has received remuneration exceeding \$50,000 during the financial year.</p> <p>The information relating to the remuneration of the staff must be presented in bands of \$100,000. OR The charity discloses that there is no paid staff, being a close member of the family belonging to the Executive Head or a governing board member of the charity, who has received remuneration exceeding \$50,000 during the financial year.</p>	8.5	Complied	

## Public Image

31	<p>The charity has a documented communication policy on the release of information about the charity and its activities across all media platforms.</p>	9.2	Complied	
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# JOIN OUR CAUSE

## BE OUR DONOR

Join our cause. By contributing to our cause, you directly enhance our beneficiaries' well-being, support facility upgrades, and fund vital programs. Your involvement creates a ripple effect of positive change, touching countless lives and fostering growth in our community. Scan QR to give today!



## VOLUNTEER WITH US

Your time and dedication can make a significant difference in the lives of those we serve. Whether it's lending a hand in our programs or contributing your unique skills, your involvement matters. Let's work together to bring about lasting change.

Learn more about volunteering opportunities at <https://www.pertapis.org.sg/volunteer-with-us>

# WELFARE HOMES ADDRESS

## PERTAPIS HEADQUARTERS

 Blk 1 Joo Chiat Road, #04-1001

Joo Chiat Complex

Singapore 420001

 Tel: (+65) 6745 3969


 Fax: (+65) 6747 0845

## PERTAPIS CHILDREN'S HOME

 993B Kovan Road, (off Yio Chu Kang Road)

Singapore 545676

 Tel: (+65) 6383 0914


 Fax: (+65) 6383 0913

## PERTAPIS HALFWAY HOUSE

 50 Lorong 34 Geylang

Singapore 398239

 Tel: (+65) 6746 4752

 Fax: (+65) 6741 5066

## PERTAPIS CENTRE FOR WOMEN AND GIRLS

 42 Surin Avenue

Singapore 535638

 Tel: (+65) 6284 4707

 Fax: (+65) 6289 4508

## PERTAPIS SENIOR CITIZENS AND FELLOWSHIP HOME

 Blk 222 Lorong 8 Toa Payoh

#01-693/707/711

Singapore 310222

 Tel: (+65) 6252 1159

 Fax: (+65) 6258 5966



pertapissingapore



pertapissingapore



(+65) 6745 3969



[www.pertapis.org.sg](http://www.pertapis.org.sg)