



**2021
2022
ANNUAL
REPORT**

FORWARD TOGETHER

FOR THE COMMUNITY



Our Mission

**To provide quality education
and social services by empowering
individuals and community**

Vision

**Be the model Social Service Provider
for the community**

Core Values

Community, Empathy, Integrity, Innovation

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**The best way to find
yourself is to lose yourself
in the service of others.**

Mahatma Gandhi



Our Patron

The Honourable

MR MASAGOS ZULKIFLI

*Minister for Social and Family Development &
Minister-In-Charge of Muslim Affairs*



Our Advisor

USTAZ PASUNI MAULAN

*Former Registrar
Registry of Muslim Marriages*

PRESIDENT'S FOREWORD

Preamble

The on-slaught of the COVID-19 outbreak has gone full-scale and it inadvertently disrupted our lives and livelihoods, causing hindrance and obstruction as we met and tackled the unprecedented challenges.

This enigma has caused us to adapt and to change the way we do our work. It has thrust us to innovate and wanting us to be adept in meeting and overcoming this turn of unexpected events. It has prompted us to transform and re-track the pieces, which has been pivotal in working through the challenges ahead.

This pandemic has accelerated the paradigm shift from a traditional face-to-face modality to a more hybrid approach, as we keep abreast with the ever-changing situation. Seamlessly, PERTAPIS has adapted to provide optimum engagement to all our beneficiaries, partners, donors and stakeholders in delivering its services.

Investing in Education & Quality Training

While there are many challenges ahead, we are confident in empowering our future generation, especially those under our purview, like the residents of our welfare homes as well as our TAJ beneficiaries. We aim to equip them with the knowledge and skills to enhance their employability and sustainability, to achieve social mobility and to be successful in their careers and commitments.

Investing in proper education for our beneficiaries is our top priority. We understand how education can be their ticket to a brighter future and emphasise the importance of lifelong education and learning. With that, we hope this new year brings more opportunities for us to collaborate with schools and institutions that could benefit our beneficiaries.

The lifelong education and learning approach goes beyond our beneficiaries. Our staff are at the heart of what we do and are invaluable assets to our organisation. We stress the importance of upskilling and upgrading of our people and support their academic endeavours. Our staff are like-minded individuals, constantly looking out for opportunities to increase efficiency and credibility.

Mr Hussaini Abdullah
President



It is only through this strong foundation could we reinforce the core strength and the competencies needed to overcome the challenges posed by these unforeseen developments. Together, we will continue to push the boundaries in building a better community of excellence.

Building Mentoring Capabilities

Our Executive Committee continues to steer our organisation towards achieving our mission and vision. Together with the management team, we aim to ensure that we are running in tandem to ensure efficacy and supremacy in our long-term goals.

We are glad that our Executive Committee consists of professionals of different backgrounds, experience and expertise. Tapping on their capabilities and knowledge on matters surrounding PERTAPIS will not only help us stay relevant and consistent, but also help us grow into a successful forward-looking organisation.

It is heartening to see our Board members have a purpose in blossoming our succession plans. They have shown to be unwavering in their renewal process just to ensure that it reaches eventuality. On our part, it also necessitates us to continuously search for individuals with not only the right quality and calibre to fill positions, but also one with the right intuition, innovation and ingenuity.

With an ever-evolving world, PERTAPIS needs to keep abreast with the surroundings to gain a level-playing field that focusses on foresight and innovativeness. It is imperative to plan and set appropriate goals for each member of the board and to recognise their respective boundaries. It is important to leverage on their incumbency and competency, to steer PERTAPIS towards its objective of serving the needs of the community.

Partnerships with Like-Minded Organisations

PERTAPIS has always been receiving support from like-minded agencies, organisations and ministries that has helped further enhance and expand our outreach. Agencies like NCSS, MUIS, Mendaki, Prison, FSC’s and many others has been giving their constant support to us through the years. It is therefore important that we coordinate and synergise our efforts to bond and form strong partnerships with each of them to enable us to accelerate further in doing the best for the community.

We are indeed thankful for the invaluable partnerships with such organisations that have shared the same objectives in working towards a common outcome and goal which have added credibility to our programmes.

In Gratitude

As we close this year and gear up for the years ahead, allow me to take this opportunity to thank all our donors, partners and stakeholders for their unwavering support, advice and guidance to PERTAPIS.

To our Executive Committee members, members of PERTAPIS, staff, donors, supporters, volunteers, and persons of interests, who in one way or another, assisted and contributed to our success and well-being, I wish to thank you for your wondrous support, donations and contributions.

Thank you for allowing me to be a part of this wonderful team, for it is an honor to serve the community with you.





EXECUTIVE DIRECTOR'S MESSAGE

2021 was a significant year for PERTAPIS as we work towards a post-pandemic future. The pandemic allowed us to continuously innovate, adjust and strive for excellence while we stood firm in our mission to serve For The Community. Efforts to provide optimal care and service to our beneficiaries and residents continued to be at the forefront of what we do.

Strategic Alliance

Through the year, we gained many opportunities to strengthen collaboration within the community and our supporting agencies. Tapping on a larger network of volunteers, donors and corporate partners, we managed to provide curated programmes and services across PERTAPIS.

Growing together to Impact as one. We grew relationships, new and old, and formed strategic alliances for the betterment of our organisation. 3 of our Homes embarked on NCSS Tech & Go Digitalisation, transforming from manual processes to automation.



Our Women and Girls Centre are so fortunate to have a series of community engagement programme #REDGirlsForGood by Persatuan Pemudi Islam Singapura (PPIS). These programmes aim to enrich the lives of the girls through interactive activities as well as workshops to equip them with life skills.

As part of our aftercare services for our residents, one of PERTAPIS Halfway House initiatives collaborating with Lifelong Learning Institute (LLI) to develop resident holistic programs, exploring their training and skill upgrades for career opportunities.

In the Pipeline - We have initiated the PERTAPIS Education Bursary once more. We will be collaborating with Schools, Universities, and

Institutions to provide financial aid to Diploma and Degree students and beneficiaries from low-income and disadvantaged households.

We are also looking to possibly expand our elderly care to supplement service and care efforts for our aged home, which has been an essential and integral part of our growth.

Ms Hana Sofiah
Executive Director

Importance of Staff and EXCO Competency

In PERTAPIS, we believe that we are stronger together.

We are going through an internal transformation which aims to improve the way how we work, as well as to transform our workforce and workplace. In order to be resilient, it is essential that we accept lifelong learning as a part of our culture and continually enhance our abilities and professional growth for both employees and Executive Councils, our Board Members.

We initiated Workplace Organisational Development, to look into approaches that help us build our capacity to change and achieve greater effectiveness by developing, improving, and reinforcing strategies, structures, and processes.

To promote board effectiveness, we teamed with Singapore Institute of Directors (SID) and Social Service Institute (SSI) to support the learning needs for our Executive Council.

We are also one of the selected Social Service Agencies to be part of NACE (National Centre of Excellence for Workplace Learning @Singapore Institute of Technology) - Workplace Learning Project, where 5 of our employees are enrolled in the Project Champions, by SIT's Corporate Mentoring and Coaching program and be certified as Workplace Learning Facilitators to continue to sustain the future transformation for PERTAPIS.

We also collaborated with NCSS and SSI on recruiting Social Workers from the Career Conversion Programme (CCP), as part of our capability-building initiative. We looked into providing training to our existing social workers to enhance their supervision and skills of personnel in social services.

The main objective is to develop a future-ready PERTAPIS, to be one of the Sector's leaders.



Social Workers from CCP
 Standing, Left to Right: Nur Raudhah (HOH, PSCFH), Muhd Haiqal (Social Work Associate, PHH)
 Norfazillah Shariff (Dy. HOH, PCH), Humayra Naser (Dy. HOH, PCWG), Nur Hasyimah (Dy. HOH, PCWG)
 Muhd Zaid (Social Worker, PCH), Muhd Alif (Social Worker, PCH)
 Sitting, Left to Right: Sarah Sulaiman (Dy. HOH, PCWG), Siti Nurbaiah (HOH, PCWG)
 Hana Sofiah (Executive Director), Selvarangan Sasireka (HOH, PCH)

Building Trust & Confidence

We are strengthening our organisational structure. To adapt and respond to the changing needs of our communities, we are revising and energising our strategic plan and vision for how we deliver impact, exploring new methods and technologies to stay future-proof and to serve our beneficiaries and residents.

We acknowledge the importance of governance and compliance, and how it fosters the confidence of our donors and stakeholders. We are collaborating closely with professional governance bodies to re-evaluate our compliance processes and policies, with the purpose of helping build an environment of trust, transparency, accountability and integrity.

With Gratitude

Every accomplishment inspires us to raise our aspirations. Therefore, we are extremely grateful for the dedication and generosity of our volunteers, donors, sponsors, partners, and employees in supporting our efforts to serve the community.

As we move forward to a new year, I would like to express my deepest gratitude to our Board of Directors, members, and employees for giving me the opportunity and trusting me to be the Executive Director of this remarkable organisation.

I am convinced that with everyone's continued help, we will be able to build a successful community together.



EXECUTIVE DIRECTOR'S MESSAGE

Building and safeguarding the relationships we have with our existing partners and harvesting and cultivating new partnerships continues to be a crucial factor in our success. These partnerships are invaluable as they allow us to elevate our service delivery, fine tune processes and improve the quality of help provided to our beneficiaries. Partners help to fill gaps we cannot fill and allow for a more wholesome takeaway experience for our beneficiaries.

Tabung Amal Jariah (TAJ) Monthly Food Ration

In 2021, we saw more opportunities to expand our outreach and provide better services. With a better understanding of our beneficiaries and their family profiles, we were able to fine tune our processes and curate specialised programmes catering to their needs.

We looked into providing delivery options of rations to homes of elderly beneficiaries and those with mobility difficulties this year. This was a strategic collaboration with PERTAPIS Movers. The goal was to make it an effortless process for those who are not capable of collecting the rations physically at our Headquarters office. With the success of this initiative since its start in January 2022, we are exploring the idea of collaborating with other organisations and partners to set up a cooked food delivery service for our beneficiaries.

We have started to distribute Grocery Vouchers to our beneficiaries to supplement the monthly food ration they receive from us. We have analysed through the years that the family profiles and needs differ between families, and these Grocery Vouchers help families better prioritise their needs. This will also minimise our logistic handling of the food rations, and allows us to focus more on the needs of the beneficiaries beyond the food rations.

TAJ Beneficiaries Support System

Our beneficiaries and their families make up a significant part of our service to the community. We recognise the importance of family and our objective is to empower and strengthen the family unit. Moving forward, PERTAPIS will look into better engagement and understanding of our beneficiaries in a bid to provide more tailored assistance. For example, parents who are unemployed or seeking employment will be encouraged to attend courses to upskill themselves, and will be assisted with job placements. Workshops and activities will be more focused on family bonding to assist parents to build meaningful and strong relationships with their children. Families with pre-school children will be encouraged to send their children to pre-school so that their children will not fall behind in education when they enter primary school.

As education is one of the primary drivers for one to have a brighter and stable future, we are looking into expanding our TAJ Tuition program. Strategic partnerships with other organisations will help curate tailored tuition programmes and to reach out to more children. Besides this, a new initiative to award bursaries to tertiary students who demonstrate potential in academics aims to encourage these children to continue in their academic pursuit and support their low-income families with their education expenses. In addition, programs & activities – especially for the youths – will be conducted towards building their confidence, emotional well-being, interpersonal skills, teamwork, and leadership; as well as seminars to create awareness of the probable future pathways in school and after graduation.

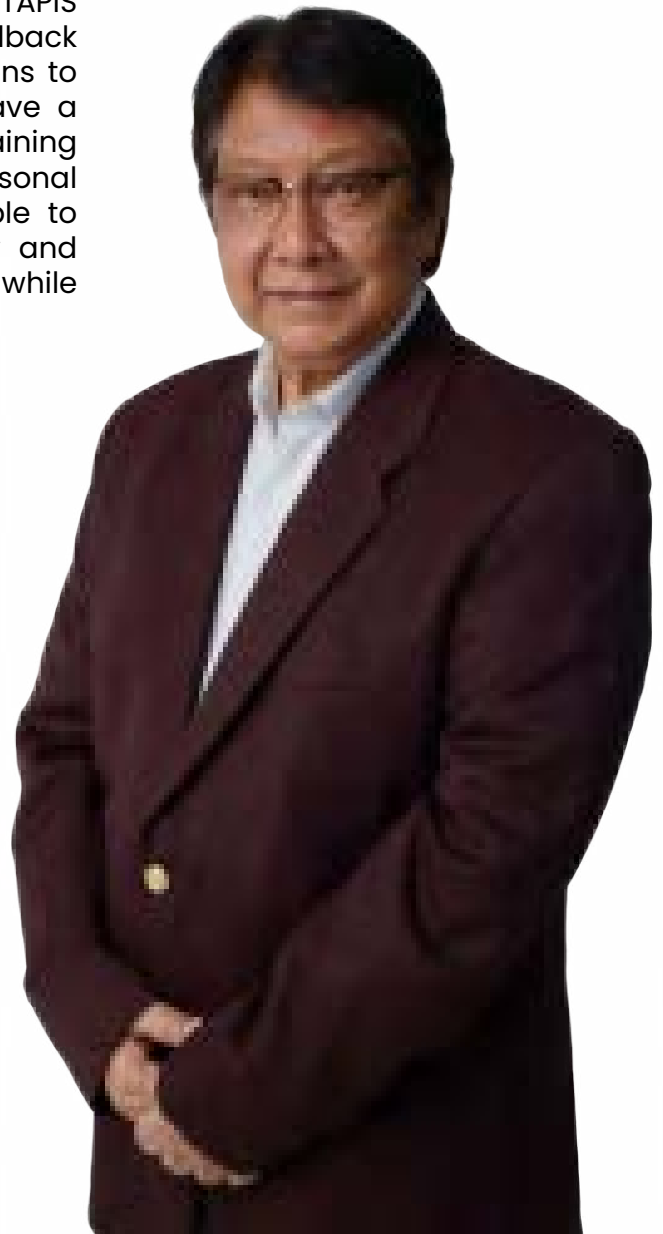
Volunteer & Partnership Opportunities

Volunteers have always been an essential element in sustaining our services throughout the years, supporting our vision to deliver quality services to our beneficiaries. As we carry on with new initiatives to expand our services, volunteers will continue to play an integral role – complementing the work of our staff, increasing engagement with our beneficiaries, and improving our service quality through their skills and knowledge. Hence, it is vital that the volunteers receive the necessary support to help them in fulfilling their roles and have a positive experience with us.

Volunteers will be engaged consistently by our staff to build strong bonds and for us to work with the volunteers as one cohesive unit. This will allow volunteers to feel welcome as part of the PERTAPIS family, making them feel at ease to provide feedback on the challenges they face, and share opinions to improve the service quality. Staff will also have a better understanding of the volunteers' training needs, and their motivation and personal development aims. With this, staff will be able to better support volunteers to grow personally and recognise the efforts and sacrifices they make while giving back to the community.

Gratitude

Through the year of uncertainty due to the pandemic, PERTAPIS has managed to stay relevant and ride through this wave. The success of PERTAPIS is made possible due to the hard work of our committed staff, and the support from partners, volunteers, and generous donors and corporates. We will continue to strengthen our partnership with our stakeholders, partners and volunteers to expand our services while maintaining the quality-of-service delivery to our beneficiaries.



Mr Jufri Haron
Executive Director

BOARD OF DIRECTORS



Abdul Samad Haron
Finance Secretary

**Abdul Rahim
Abdul Khan**
Vice President 1

Hussaini Abdullah
President

**D'Cruz Firdaus
Lionel Wilfred**
Vice President 2

**Mohd Shahrin
Mohd Nordin**
Secretary General



Danial Khan A. Rahim
Member

Mohd Maser Mansor
Member

Ahmad Ishak Ismail
Member



Hasnah Masnod
Wanita

Muhammad Hasyim Mohd Azmi
Member

Dr. Mohammad Fadzli Hassan
Member



Abdul Hazin A. Rahim
Member

**Mohd Razif Helmy
Abd Kadir**
Member

Dr. Mohammad Elmie Nekmat
Member

Faridah Beram
Wanita



BOARD SUB-COMMITTEES

Audit & Information Technology

Members

Mohd Shaharin Mohd Nordin
D'Cruz Firdaus Lionel Wilfred

Finance & Procurement

Members

Hussaini Abdullah
Abdul Samad Haron

Nomination

Members

Hussaini Abdullah
Abdul Rahim Abdul Khan
Ahmad Ishak Ismail

Human Resource

Members

Abdul Rahim Abdul Khan
Hasnah Masnod

Fundraising, Programmes & Communication

Members

Abdul Samad Haron
Abdul Rahim Abdul Khan
Ahmad Ishak Ismail
Hasnah Masnod

Related Parties Disclosure

	FY 2022	FY 2021
	\$	\$
Benefits received by EXCO members and/or spouse of EXCO members and/or family members of EXCO members		
Cash Card - EXCO Member (President, VPs, Secretary General and Finance Secretary)	4,319	4,143
Season Parking - President	1,411	1,411
Handphone bill - President	1,066	1,356
Aerobic class allowance - Wanita Member	5,050	4,150
Silat class allowance - Internal Auditor (last year committee member and this year Internal Auditor, spouse)	4,000	5,100
Benefits received by Key Management Personnel and their spouse/family members (if any)		
Handphone Bill and Data Plan - Senior Executive Director	3,061	3,025
Ipad Data Plan - Senior Executive Director	1,280	1,197
List of staff working in PERTAPIS is a family members or spouse of KMP or EXCO members		
Senior Executive Director	96,735	94,310
Deputy Senior Executive Director	87,751	72,670

Related Entities

	Related
Abdul Aziz Bin Abdul Rahman (Senior Executive Director)	Dr Mohd Fadzli Hassan Muhd Hasyim Mohd Azmi Mohd Razif Helmy
Abdul Rahim Abdul Khan (Vice President 1)	Danial Khan A. Rahim Abdul Hazin A. Rahim
Mohamed Jufri Bin Haron (Executive Director)	Abdul Samad Haron

BOARD ATTENDANCE

Name	Position	11 Nov '21	18 Dec '21	22 Jan '22	26 Feb '22	26 Mar '22
Hussaini Abdullah	President	✓	✓	✓	✓	✓
Abdul Rahim Abdul Khan	Vice President I	✓	✓	✓	✓	✓
D'cruz Firdaus Lionel Wilfred	Vice President II	✓	✓	✓	✓	
Mohd Shaharin Mohd Nordin	Secretary General	✓	✓	✓	✓	✓
Abdul Samad Haron	Finance Secretary	✓	✓	✓	✓	✓
Mohd Maser Mansor	Committee Member					
Ahmad Ishak Ismail	Committee Member	✓	✓	✓	✓	✓
Dr Mohamed Elmie Nekmat	Committee Member	✓	✓			✓
Dr Muhammad Fadzli Hassan	Committee Member	✓	✓	✓	✓	✓
Muhammad Hasyim Mohd Azmi	Committee Member		✓		✓	✓
Mohd Razif Helmy Abd Kadir	Committee Member	✓		✓		✓
Danial Khan A. Rahim	Committee Member	✓	✓	✓	✓	✓
Abdul Hazin A. Rahim	Committee Member	✓	✓	✓	✓	
Hasnah Masnod	Wanita Member	✓		✓		✓
Faridah Beram	Wanita Member		✓	✓		✓

GOVERNANCE EVALUATION CHECKLIST

The Governance Evaluation Checklist (GEC) covers the key guidelines in the Code of Governance for Charities and IPCs (“the Code”). Charities should read the GEC in conjunction with the Code and consider all applicable principles and guidelines.

It is mandatory under the Charities (Accounts and Annual Report) Regulations 2011 (“Regulations”) for all registered charities and IPCs to file their GEC as part of their annual submissions for financial years starting on or after 1 January 2018. This requirement does not apply to (a) an exempt charity which is not an IPC; (b) a self-funded grantmaker which is not an IPC; or (c) any registered charity which is not an IPC and whose gross annual receipts, or the total expenditure if higher, in any of the 2 financial years preceding the current year, is less than \$50,000.

Some editorial refinements to the wordings in the GEC have been made to ensure alignment and consistency with the amended Regulations that was introduced in April 2018. These refinements do not change the intent of any of the Code guidelines. The Code still operates on the principle of ‘comply or explain’.

S/N	Code Guideline	Code ID	Response	Explanation (if Code Guideline is not complied with)
Board Governance				
1	Induction and orientation are provided to incoming governing board members upon joining the Board.	1.1.2	Not Complied	No Induction and Orientation for new Board. PERTAPIS to engage a professional consultant to have the Process and Policy (P&P) in place.
2	Are there governing board members holding staff ¹ appointments?	-	No	
3	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	
4	All governing board members must submit themselves for re-nomination and re-appointment, at least once every 3 years.	1.1.8	Not Complied	PERTAPIS to engage a professional consultant and include this under the renomination and reappointment process.
5	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	PERTAPIS are to engage a professional consultant and include this self evaluation process in P&P.
6	Is there any governing board member who has served for more than 10 consecutive years?	-	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	Boards Term of Reference documentation are not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 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	Not Complied	Conflict of interest P&P for Board is not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 2023.
10	Governing board members do not vote or participate in decision making on matters where they have a conflict of interest.	2.4	Not Complied	Conflict of interest P&P for Board is not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 2023.
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.vv	3.2.4	Complied	
Human Resource and Volunteer² 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	Proper documentation for Code of Conduct for Governing Board is not in place. PERTAPIS to engage a professional consultant to implement P&P by 31 January 2023.
15	There are processes for regular supervision, appraisal and professional development of staff.	5.5	Complied	
16	Are there volunteers serving in the charity?	-	Yes	
17	There are volunteer management policies in place for volunteers.	5.7	Not Complied	P&P are not in place. PERTAPIS is to engage a professional consultant for implementation by 31 January 2021.
Financial Management and Internal Controls				
18	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	P&P are not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 2021.
19	The Board ensures that internal controls for financial matters in key areas are in place with documented procedures.	6.1.2	Not Complied	P&P are not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 2021.
20	The Board ensures that reviews on the charity's internal controls, processes, key programmes and events are regularly conducted.	6.1.3	Not Complied	P&P are not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 2021.
21	The Board ensures that there is a process to identify, and regularly monitor and review the charity's key risks.	6.1.4	Not Complied	P&P are not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 2021.

22	The Board approves an annual budget for the charity's plans and regularly monitors the charity's expenditure.	6.2.1	Complied	
23	Does the charity invest its reserves? (e.g. in fixed deposits)	-	Yes	
24	The charity has a documented investment policy approved by the Board.	6.4.3	Not Complied	P&P are not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 2021.
Fundraising Practices				
25	Did the charity receive cash donations (solicited or unsolicited) during the financial year?	-	Yes	
26	All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity.	7.2.2	Complied	
27	Did the charity receive donations in kind during the financial year?	-	Yes	
28	All donations in kind received are properly recorded and accounted for by the charity.	7.2.3	Not Complied	P&P are not in place. PERTAPIS to engage a professional consultant for implementation by 31 January 2021.
Disclosure and Transparency				
29	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	
30	Are governing board members remunerated for their services to the Board?	-	Yes	
31	No governing board member is involved in setting his own remuneration.	2.2	Complied	
32	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	Please refer to Annual Report 2022; Related Parties Disclosure on page 13.
33	Does the charity employ paid staff?	-	Yes	
34	No staff is involved in setting his own remuneration.	2.2	Complied	
35	The charity discloses in its annual report – (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 (b) whether any of the 3 highest paid staff also serves as a governing board member of the charity. 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.	8.4	Complied	

36	<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 family³ belonging to the Executive Head⁴ 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.</p> <p>OR</p> <p>The charity discloses that there is no paid staff, being a close member of the family³ belonging to the Executive Head⁴ or a governing board member of the charity, who has received remuneration exceeding \$50,000 during the financial year.</p>	8.5	Complied	Please refer to Annual Report 2022; Related Parties Disclosure on page 13.
Public Image				
37	<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	

Notes:

¹ Staff: Paid or unpaid individual who is involved in the day to day operations of the charity, e.g. an Executive Director or administrative personnel.

² Volunteer: A person who willingly serves the charity without expectation of any remuneration.

³ Close member of the family: A family member belonging to the Executive Head or a governing board member of a charity –

(a) who may be expected to influence the Executive Head's or governing board member's (as the case may be) dealings with the charity; or

(b) who may be influenced by the Executive Head or governing board member (as the case may be) in the family member's dealings with the charity.

A close member of the family may include the following:

(a) the child or spouse of the Executive Head or governing board member;

(b) the stepchild of the Executive Head or governing board member;

(c) the dependant of the Executive Head or governing board member.

(d) the dependant of the Executive Head's or governing board member's spouse.

⁴Executive Head: The most senior staff member in charge of the charity's staff."



OUR PEOPLE



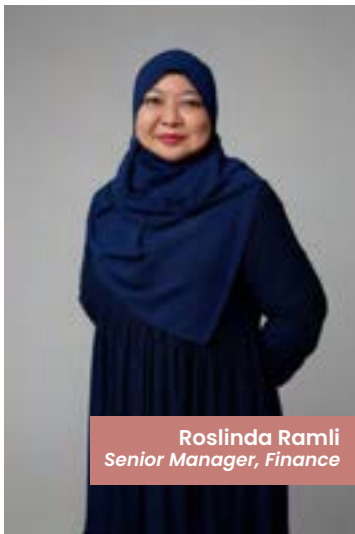
Syed Fazal
Manager,
Facilities & Procurement



Hana Sofiah
Executive Director



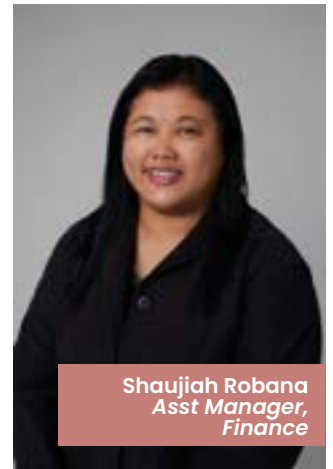
Jufri Haron
Executive Director



Roslinda Ramli
Senior Manager, Finance



Wahab Sahari
Manager,
Technology & Compliance



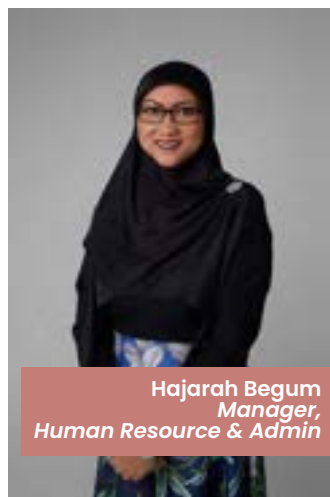
Shaujiah Robana
Asst Manager,
Finance



Rashidah Rashid
Senior Manager,
Welfare Management



Nur Anisah Rashid
Executive,
Design & Marketing



Hajarah Begum
Manager,
Human Resource & Admin



Md Noh Mohd Adam
Manager,
Volunteer Management



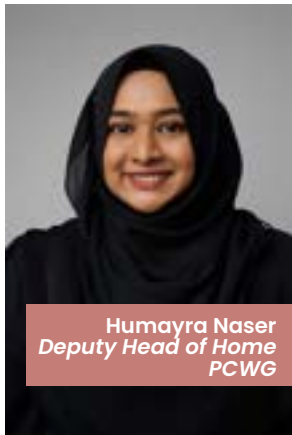
Md Fadhilad Rahmat
*Deputy Head of Home,
PSCFH*



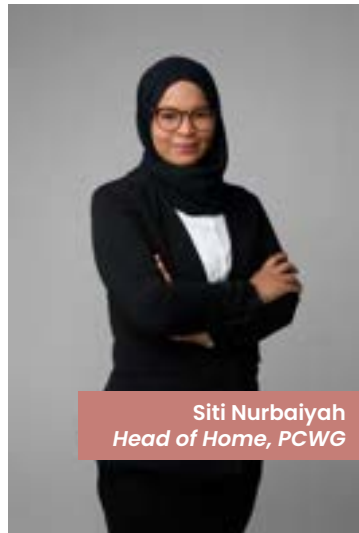
Nur Raudhah
*Head of Home,
PSCFH*



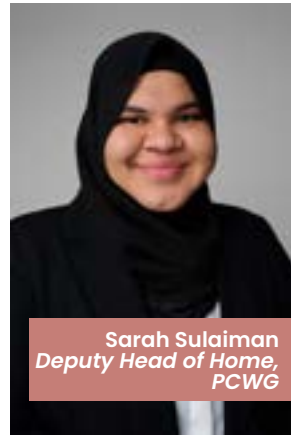
Sufian Salim
Head of Home, PHH



Humayra Naser
*Deputy Head of Home
PCWG*



Siti Nurbaiyah
Head of Home, PCWG



Sarah Sulaiman
*Deputy Head of Home,
PCWG*



Sophian Kayat
*Counselling Director &
Principal Trainer*



Sasireka Selvarangan
Head of Home, PCH

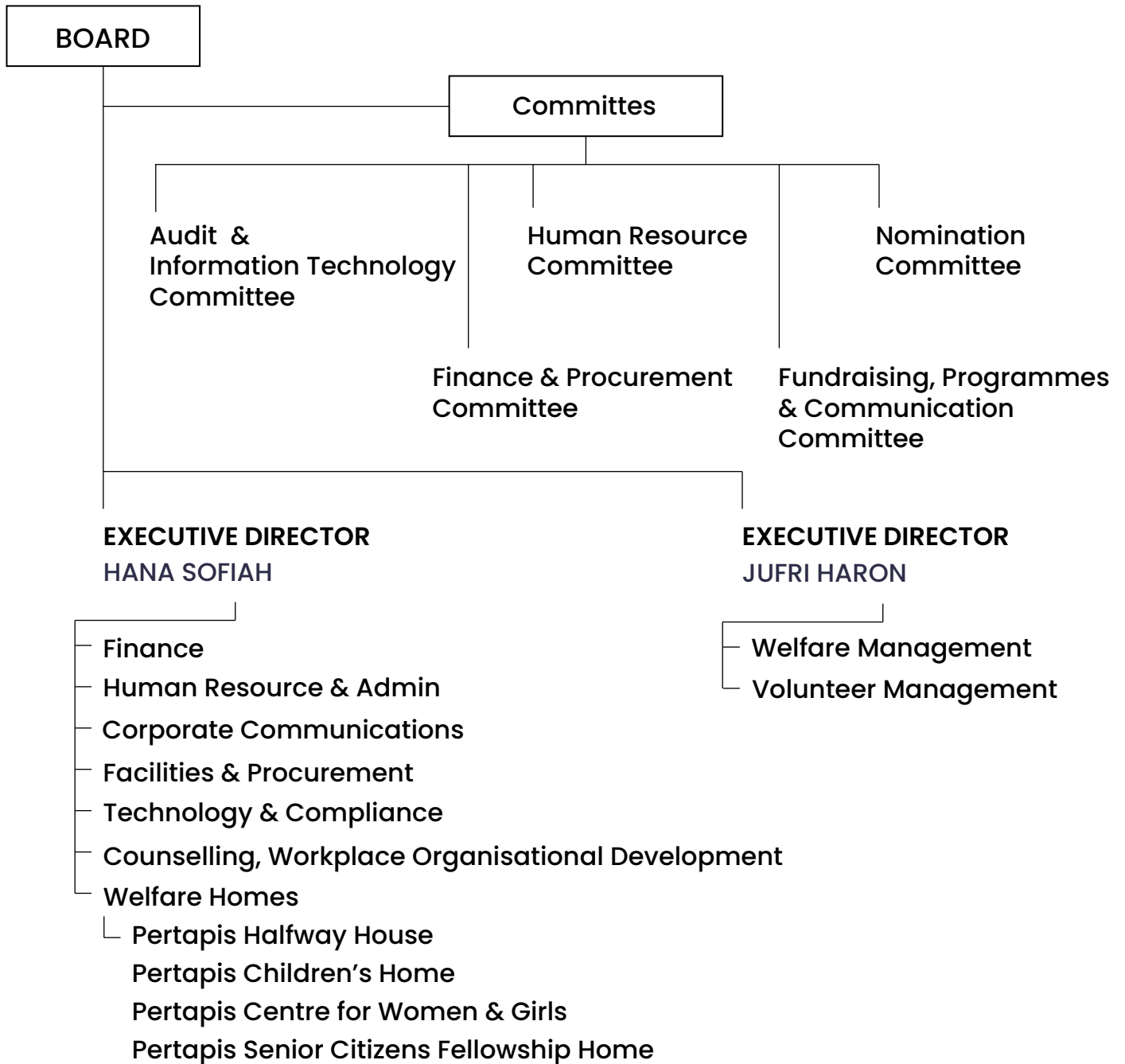


Nashiedatul Umairah
*Deputy Head of Home,
PCH*



NorFazillah Shariff
*Deputy Head of Home,
PCH*

ORGANISATIONAL CHART



OUR IMPACT IN NUMBERS

Residential

39
senior citizens
115
residents

65
women & girls
45
children &
young persons



745
lives protected &
touched monthly



74
volunteers supported
our programmes



Non-Residential

500
beneficiaries supported
under TAJ

77
children in TAJ Tuition programme

“

I look forward to PERTAPIS continuing in her quest to constantly innovate in order to better serve the needs of the community in today's rapidly changing society.

Dr. Mohammad Elmie Nekmat
EXCO Member



“

PERTAPIS has grown exponentially through the years in the social sector, providing care, support and shelter to our residents and beneficiaries. I hope PERTAPIS will continue to widen their outreach and to use technology as a tool to build capabilities beyond what we have now. It has been a pleasure serving the community and hope to continue to do so for many years to come.

Abdul Rahim Abdul Khan
Vice President I



“

Giving is not just about making a donation. It is about making a difference.

Kathy Calvin

Our Key Services

Residential & Non-Residential



PERTAPIS CHILDREN'S HOME

The Born Chef



The Born Chef program is the brainchild of our own Youth Guidance Officer, arising from the various safety management measures that the Home had to adhere due to the evolving COVID-19 restrictions. The program is popular with the residents as they get to learn to cook their favourite meals i.e. corn dog, pizza and bread pudding.

Samba Percussion



Sponsored by BCD Travel, the Samba Percussion program which is conducted on Thursday nights, allows residents to learn and play the various percussions and samba instruments. Each child will specialise in one instrument and learn to play harmoniously with the rest. After 6 months of the program, the residents have improved tremendously and were able to perform a short piece which was recorded and showed to donors during Ramadhan.

Token Economy (StarCatcher)

As the Home is moving towards a more therapeutic approach, the Home has embarked on the Token Economy based on the Trauma-Informed Positive Behaviour Intervention and Support concept. The Home's Token Economy also known as StarCatcher, allows residents to be rewarded with a bronze when they display good behaviours. With the tokens earned, residents are able to redeem items that they desire on redemption days. Silver tokens are earned through initiatives and leadership roles. Residents have responded well to StarCatcher and are always looking forward to spending their tokens.



Specialised Preschool Program (SPP)

SPP is a program targeted for residents aged 4-6 years old. The Home focuses on refining the child's holistic development. The program helped develop a range of skills that allows them to be ready to learn when they enter Primary 1.

Academic Achievements

In the 2021 National Examinations, all three residents who sat for PSLE passed and were promoted to secondary school with one resident getting into Normal Academic and two residents getting into Normal Technical. The resident who sat for 'O' Levels had passed and went on to continue her studies in Higher NITEC.

Reintegration and Transfers

Nine residents were reunified with their family from the period of April 2021 to March 2022. One resident was transferred to another Voluntary Care Home due to higher needs.

Moving Forward

Transitioning the Home into using a more therapeutic approach

PCH aims to transition the Home to use a more therapeutic approach in managing the residents to promote positive behaviour and to enhance the support system for the residents with higher needs. To achieve this, the Home is actively sending staff for Trauma-Informed Positive Behaviour Intervention and Support training to equip them in being therapeutic.



To enhance the Specialised Pre-schoolers' Program

With the possibility of more pre-schoolers requiring out of home care, the Home is looking towards streamlining and enhancing our Specialised Pre-schoolers' Program. The Home recognised that the pre-schoolers come with a higher need hence a more tailored program is required for their development. One such enhancement is to revamp the pre-school dormitories.



To build an organisational presence in the community

The Home recognises the need for the Home to build a presence in the community to attract sponsors and donors. Through this, the Home hopes to work with various community partners and corporate bodies to organize programs and fundraising activities for the benefit of the residents.



“

What is the most rewarding part about volunteering with PCH? For me, it is definitely watching my students learn, grow over time and improving their communication and language skills. We have managed to build strong bonds with the students and it brings us joy every time we see them excited to spend another lesson together with us.

Ms Xin Lin, HCI Reading



“

The kids were very open to forging new friendships with the volunteers which was very encouraging! The kids openly expressed themselves through the sports and arts activities, showcasing their creativity, competitiveness and their unity. It was heartwarming to see the kids caring for one another, sharing their resources and strategising to win!

Ms Siti Amirah, NTU Alterisk

“

I found that volunteering in PCH has been extremely satisfying to see the children grow from just normal children playing together into a team playing together.

Mr Richard We, Funfit





PERTAPIS CENTRE FOR WOMEN & GIRLS

PERTAPIS Centre for Women and Girls (PCWG) has more than 30 years of history of caring for adolescent women who face challenging life situations and are in need of support to rise above the current state of vulnerability and disenfranchisement. The Centre is gazetted as a Place of Safety, Place of Temporary Care and Protection and Juvenile Rehabilitation (JRCO) Centre under the CYP Act. It is also gazetted as an Approved Institution under the POA and a Place of Safety.

Our programmes aim at realizing true healthy growth and assist in the creation of a positive future for each girl we are caring.



Physical &
Basic Care



Meeting
Individual Needs



Care Planning
&
Counselling



Social &
Recreational
Activities

ECF Mindfulness Programme



Trainers from Positive Movement came down to the centre to conduct Mindfulness Programme, sponsored by EtonHouse Community Fund (ECF). 8 girls were selected for the 2-hour programme and all of them participated each session eagerly. The sessions were interactive and engaging, with new topics covered each week.

PCWG Camp

Our annual camp was conducted by Camp Challenge Pte Ltd. Our girls had the opportunity to develop better camaraderie among peers, enhance social skills, work in teams, and inculcate social and emotional learning competencies through engaging in various exciting activities planned.

HSBC Arts Incubation Programme



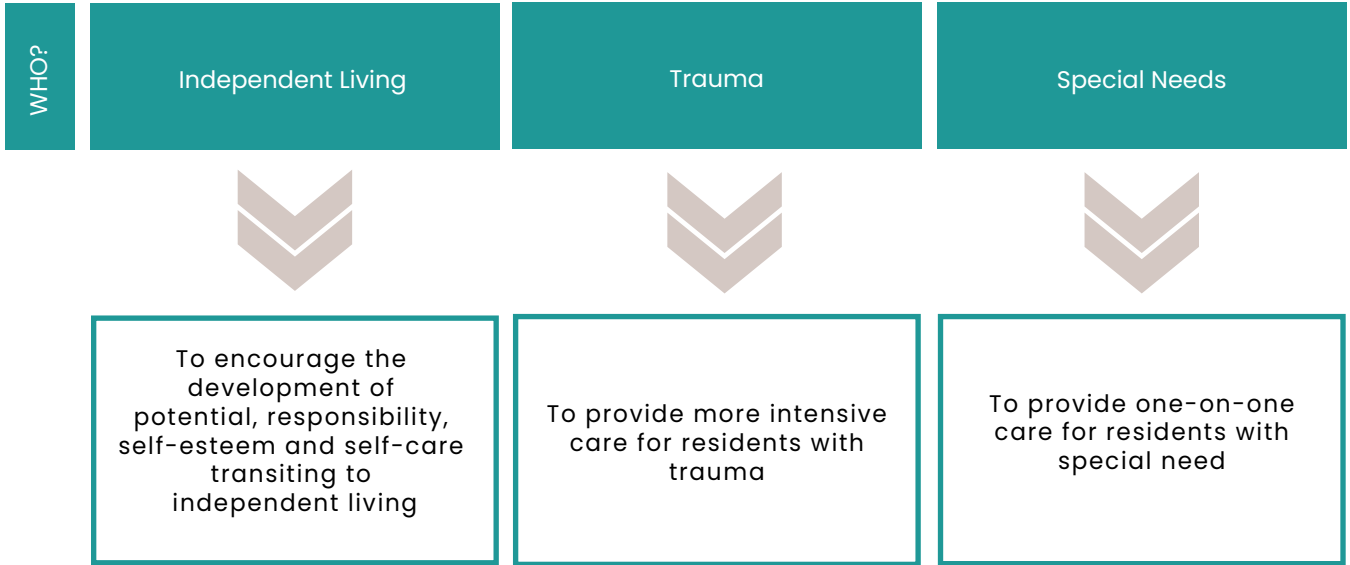
10 girls are allocated in different art programmes such as Theatre, Music, Visual Arts and Dance. The girls are taught a specific skill, skit or musical piece; and every week, they will spend an hour with the trainers to rehearse. The girls participated in the sessions eagerly as they look forward for the upcoming showcase.



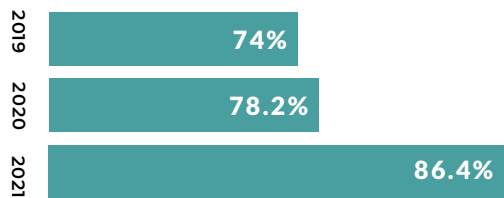
Integrated Living Space

Integrated Living Space (ILS) aims to provide substitute care in a stable and safe home-like family living environment and to protect and promote the health and welfare of our residents.

56
girls benefitted
from ILS 2018 to 2022



Satisfaction rate of ILS Physical Space



Satisfaction rate of ILS Programme



Challenges and Hopes

1 Systemic Challenges

- Lack of trauma informed understanding in schools and educators
- Provision for acute mental health care and emergencies



- Trauma informed educators and school systems
- Individualised education curriculum
- Close partnerships with mental health agencies

2 Reintegration Challenges

- Transition and aftercare
- Availability of safe homes and families to reintegrate to

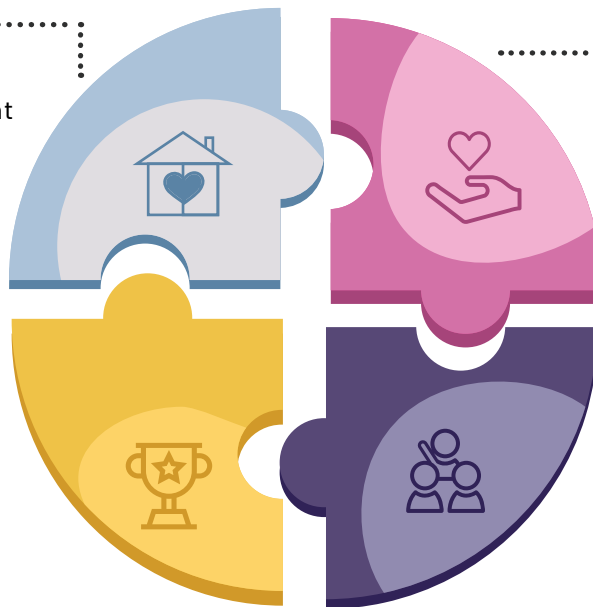


- More independent living options for youths between 18-21 years old
- Mentorship services to extend in supporting the after-care

Moving Forward

01

Improve client experience in independent living programme



02

Diversifying donation & sponsorship streams

04

Building competencies in staff through training and supervision

03

Implementing SDM-PFS (Partnering For Safety) & Trauma Informed Positive Behaviour Interventions Support (TI-PBIS)



PERTAPIS SENIOR CITIZENS FELLOWSHIP HOME

Hari Raya with PCF Sparkletots

The celebration was done via Zoom due to the COVID-19 safety measure as the Home was not open for visitors. In-kind donations were also contributed to the Home for daily use.



Craft with SgArtClass

The Home collaborated with SgArtClass to bring a variety of craft classes to the residents. This is beneficial for the physical and cognitive aspect of the residents. The residents were exposed to classes such as wire art, flet plant, flower bouquet arrangement workshops and many more.



PSCFH X Esplanade

On March 2022, the Home collaborated with Esplanade and Sri Warisan to conduct an angklung workshop for the residents. This allowed the residents to be exposed to a different kind of musical instrument. The sessions were on-going for the next 4 weeks.

At the end of the 4 weeks, the residents were able to do a small performance to showcase all that they have learnt via Zoom.



Donations from Schools

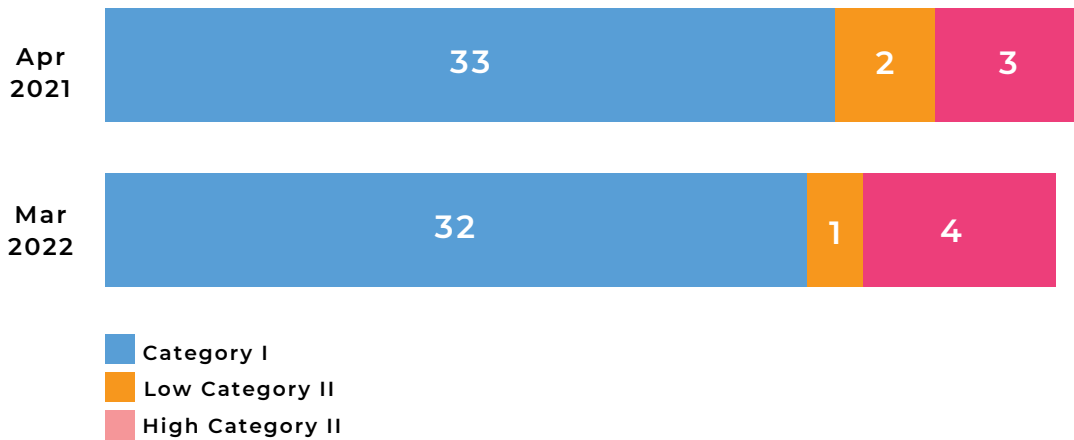
Students and teachers of Guangyang Secondary School came over to the Home to give hamper donations for Chinese New Year. The hampers consists of daily items needed for the Home. Students of Anglo Chinese School contributed some hampers for the home as part of their annual contribution.



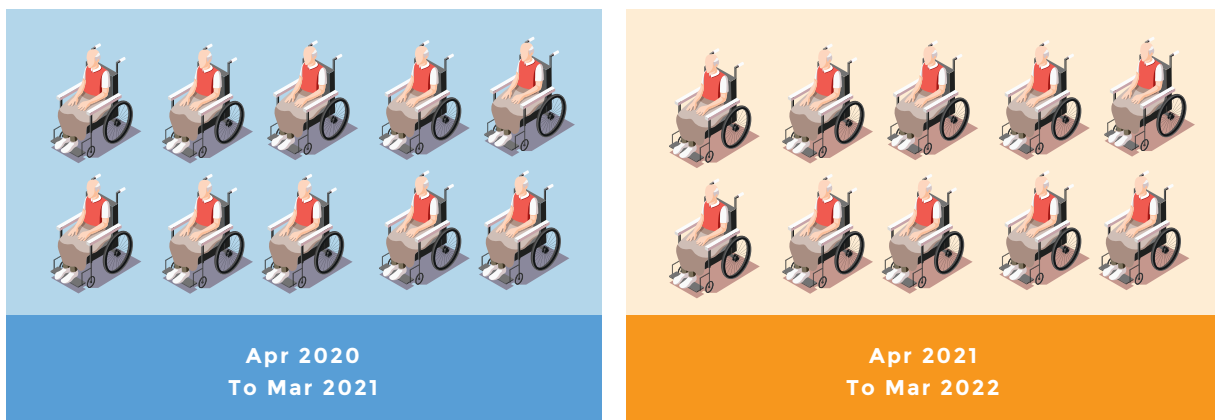
Resident Admission Form (RAD) Progression

The Home aims to maintain the residents Activities of Daily Living (ADLs) in Category 1 and Category 2. The Home adopts holistic wellness programme which includes cognitive, physical and mental wellness. The programme includes physiotherapy, art therapy, music therapy, yoga therapy and moral classes. Each programme is customised to meet the needs of our residents.

In 2021, the Home faces major challenges due to the COVID-19 restrictions that hinders physical activities and outings for the residents. Programmes can only be conducted virtually, hence affecting the residents ADLs state.



Hospitalisation Rate



The hospitalisation rate remains stable and we believe that this reflects the positivity at PSCFH.

Moving Forward

We are continually innovating to better discover how technology can meaningfully solve our challenges and identify new opportunities to better serve our residents and staff.

PSCFH aims to adopt a 'Smart Home' approach for the seniors living in the centre. The Home believes in incorporating Artificial Intelligence (AI) to manage Home Operations and optimum residents health tracking. This includes using cleaning robots, or health and wellness robot that monitors and track the residents daily activities in the Home.

We also believe in upgrading and providing holistic knowledge and skills for our staff competency to care for our seniors. The Home hopes to utilise technologies that have efficient management solutions in terms of distributing resources appropriately and movement patterns. This includes the residents daily programmes and activities and staff involvement in the Home.

With technology assistance, we hope to achieve accurate data tracking, improve time efficiency, manage resources and overcome high turnover rates in the sector. We also hope to attract young talents into the sector with improved technology in place.





PERTAPIS HALFWAY HOUSE

PERTAPIS Halfway House (PHH) was launched in 1989 with the objective to serve the community in providing treatment and rehabilitative services to recovering former substance abusers serving the tail-end of their sentences.

E-Inspirasi Series 2021

Building on the success of Dadah itu Haram Campaign, this online programme was held on 4 June 2021 in conjunction with Hari Raya Aidilfitri. This is a collaboration between Central Narcotics Bureau (CNB), PHH and Jamiyah Halfway House.

The event was graced by Minister of State, Ministry for Home Affairs and Ministry for National Development, Assoc Prof Dr Muhammad Faishal Ibrahim. Some of the programme highlights include the appearance of renowned actor Aaron Aziz.



Skills & Training Discovery Workshop

Lifelong Learning Institute (LLI) with Find Jobs and PHH joined hands for a pilot holistic programme with the aim to help the residents of PHH to get relevant skills and training to increase their employability for a job, and to help them re-establish and integrate into society. The event was held at various locations within PHH and 20 residents actively participated in the workshop.



FairPrice Walk for Rice

FairPrice Walk for Rice is an annual event organised by South East Community Development Council with the aim to lift the spirit of giving while encouraging a healthy lifestyle. It also aims to motivate more Singaporeans to walk or run while logging in their mileage for a good cause.

For every 300 metres of walking or running, FairPrice Foundation will donate one bowl of white rice, one bowl of brown rice and one bowl of instant oats to the needy families in the South East District of Singapore; and PHH is happy to be part of this event.



Dadah Itu Haram

To spread the anti-drug message in the midst of COVID-19, volunteers were invited to spread the message on the importance of skills upgrading. Some 80 volunteers of Dadah itu Haram (DIH) campaign were invited to participate in a discussion via Zoom. Among the participants were 7 staff from Pertapis Halfway House (PHH).



Project Blue Wave

Project Blue Wave is an initiative by PA PASSionWaVe to bring Singaporeans together and build a sense of ownership of our environment through education on marine biodiversity and conservation efforts.

Volunteering initiatives such as Project Blue Wave is one way to give the residents a more positive perspective of life and help to maintain sobriety. It also encourages them to contribute their efforts towards a meaningful cause such as conserving the environment to make it a better place for all.



Care Pack Distribution for Frontliners

600 care packs were prepared by PHH residents for distribution to frontline officers working at Singapore Changi Airport. Mr Mohd Fahmi Aliman, Mayor of South East District joined staff and volunteers during the packing and distribution efforts.

This joint initiative by South East CDC, PHH and Changi Airport aims to show our support and appreciation to frontliners for their tireless efforts during the fight against COVID-19.

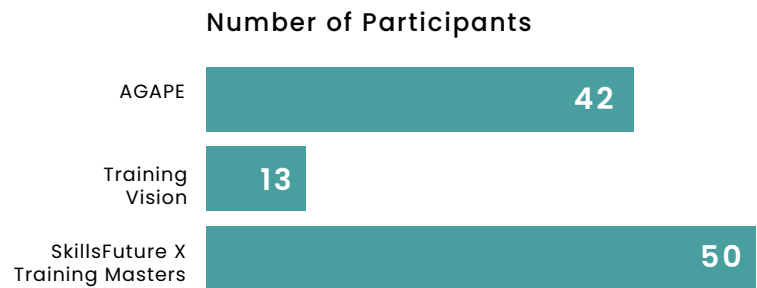


Skills Training and Employment

Skills Training and Employment are crucial for progressive integration into the community. PHH continues to work with partners and collaborates with different agencies to assist residents in their transition.

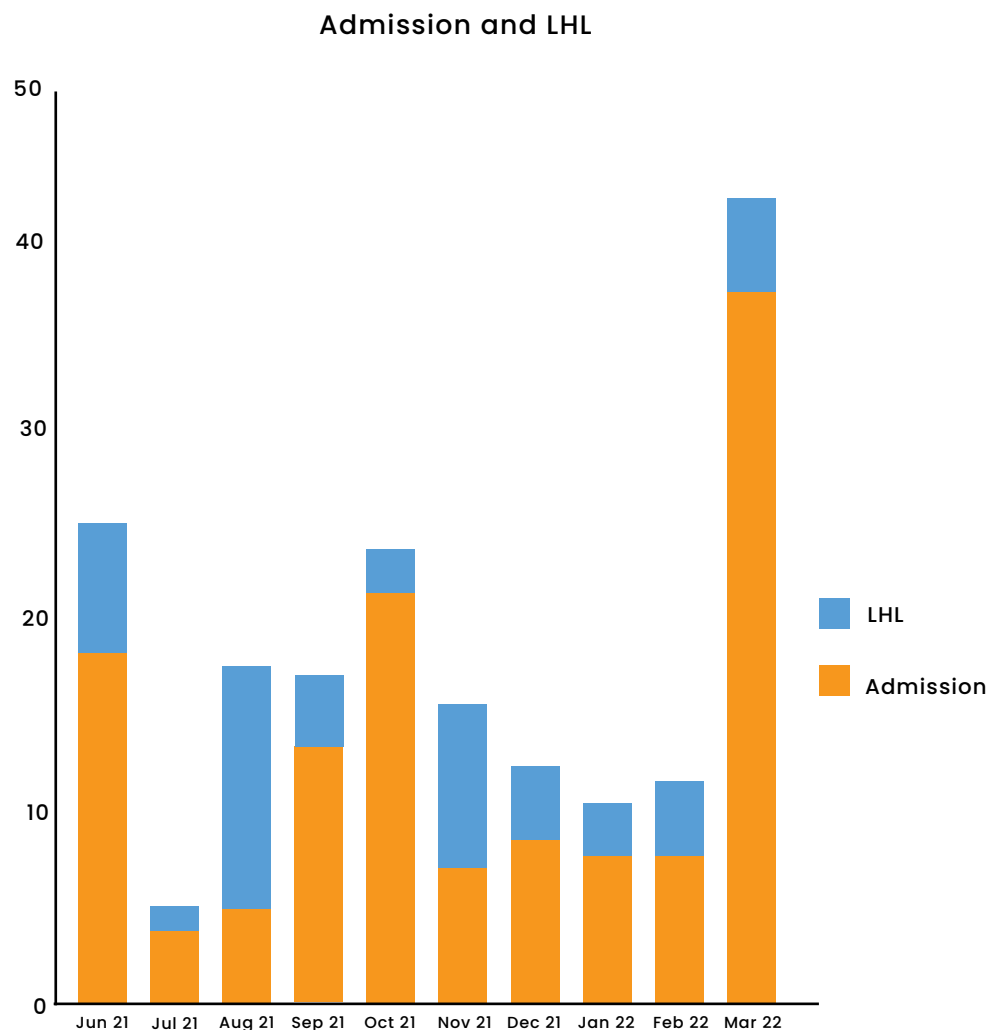
Such agencies includes:

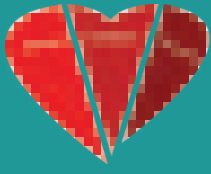
- AGAPE Placement Programme
- Community Training
- Training Vision
- SkillsFuture x Training Masters



Long Home Leave

The Long Home Leave (LHL) programme was designed and implemented during the start of the COVID-19 outbreak. Selected residents whom portrayed good progression are selected for early release into the community through Long Home Leave (LHL) Scheme introduced by the Prison Service.





PERTAPIS WELFARE TRUST FUND

Tabung Amal Jariah (TAJ) or Welfare Trust Fund was established in 1984 to provide welfare assistance to the poor, needy, and lower income families through our monthly food ration distributions.

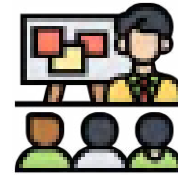
To enhance our assistance, the Pertapis TAJ Community Project was launched in March 2015 as a new initiative with the aim to integrate various needs of the community, focusing on family units and their home environment. Going beyond providing monthly food ration, it takes a holistic approach comprising the 3 aspects below:



TAJ Children
Academic support,
Recreational & Educational
outings



TAJ Home
House cleaning



TAJ Parent
Empowerment workshops
and Motivational programs

Mindfulness for Stress Reduction

A mindfulness workshop was conducted for both parents and children to provide tips and tools on how to manage their stress effectively, especially with COVID-19 leading to many experiencing depression and mental stress.



Baking Workshop by Lydia's Oven

To empower our beneficiaries to lead independent lives, baking workshop was held for them to pick up new skills which they may then utilise to help earn some income for their family.



Back-to-School Project Launch

A new initiative launched at the end of the year where TAJ parents received \$200 to assist them in preparing for their children's new school year. Besides this, they also received items like school bags to supplement their expenses.



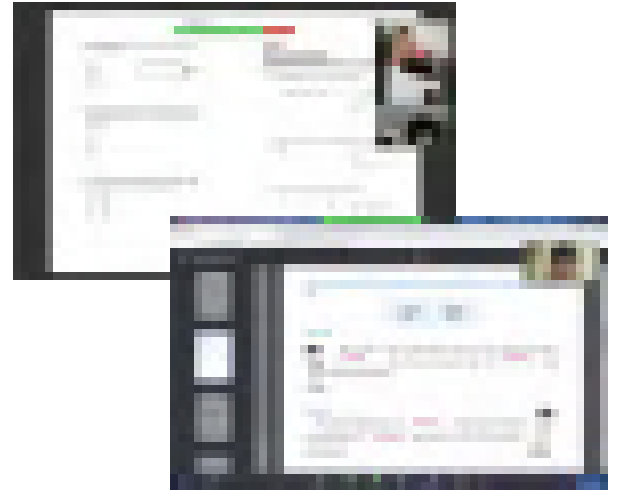
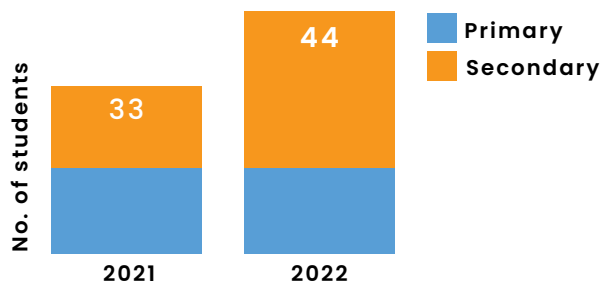
SUSS Virtual Community Engagement Fair

We were invited by Singapore University of Social Sciences (SUSS) to be one of the speakers in their annual Community Engagement Fair this year. It is held by SUSS annually to introduce to their new undergraduates of the various community engagements available.



TAJ Tuition

Our TAJ tuition was conducted via Zoom to ensure that the safety of the children and the tutors are not compromised while still providing academic support to the children.



Moving Forward

As Singapore has eased most of its COVID-19 restrictions, TAJ plans to resume and expand our services for our beneficiaries.

For TAJ Homes, we will resume the house cleaning activities which was stopped during COVID, and expand it to include befrienders service to provide moral support to vulnerable seniors.

Youth mentoring program will be introduced for our TAJ Children, especially those in secondary & tertiary schools, to motivate them to realise their potential and to guide them to be self-reliant & future-ready.

Family support groups will be formed to encourage our TAJ Parents to forge stronger ties with their family members. It also serves as a safe space for parents to share their concerns with other TAJ parents who may face similar challenges; to receive support, encouragement & comfort from one another.

As we expand our services, we will be recruiting more volunteers and relaunch our Youth Group to support us in our programs and engage our beneficiaries. We will also look into digitalisation solutions to assist us to manage our volunteers.



PERTAPIS COUNSELLING & CARE UNIT

Pertapis is GREEN

Our welfare homes, headed by their respective Ambassador for Green, has launched a few initiatives in support of the campaign.

For example, at PSCFH, the residents and staff have started to engage with schools for initiatives like plant germination, utilising reusable materials for their Art Therapy program, and have started to make 20 Eco-Brick bottles.

Whereas at PCH, teachers from Kids Meadow @Yew Tee came down to volunteer and help in beautifying the in-house garden. Going green doesn't just circle around recycling items but also adding different types of plants. This way, the residents at PCH are exposed to the various plants, fruits and flowers and are taught to plant on their own. They were given the opportunity to try first hand planting ala-ala kampung!

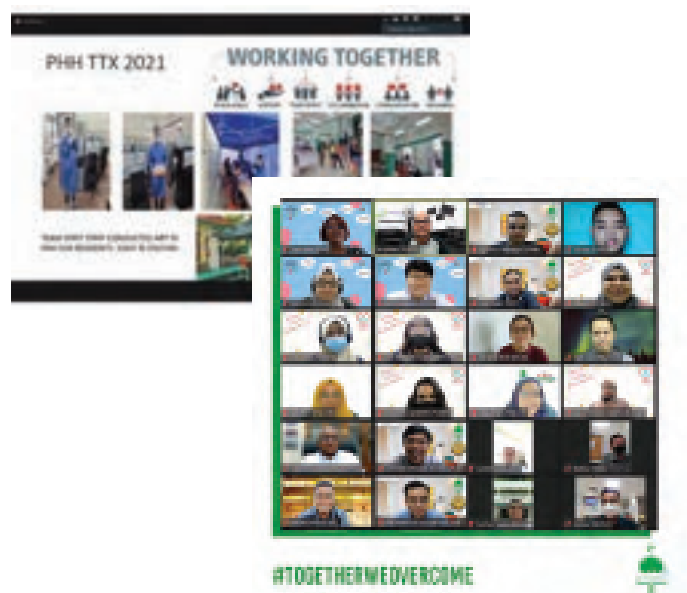


Table-Top Exercise (TTX)

In view of the surge in COVID-19 cases within the welfare homes across the nation, PERTAPIS Counselling & Care Unit (PCCU) facilitated 'Table-Top Exercise' (TTX) to strengthen our 4 Residential Welfare Homes Business Continuity Plans (BCP).

Each of our 4 Welfare Homes was made to revise their respective SOPs in line with the relevant Ministry advisories. The objectives of the 'TTX' are to formulate an up-to-date BCP and further equip the Crisis Response teams amongst the staff members of the Welfare Home.

It is also a collective learning platform where the Crisis Response teams are able to brainstorm, review existing SOPs, anticipate crisis scenarios and exchange strategies amongst one another.



FUTURE AHEAD

COUNSELLING, WORK & ORGANISATION DEVELOPMENT

Counselling, Work & Organisation Development (CWOD) is the enhancement of PCCU. The Counselling & Care Unit began its operations in October 2016, adding to the string of services by PERTAPIS. PCCU was officially launched 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 benefitted from the sharing by 10 renowned speakers from the social service industry – ranging from Children, Youth, Gerontology and Mental Health.



Philosophy of Service



Aims to nurture through inclusivity and mobilising resources



Building organisational capability, fosters innovation, empowerment, transformation and change.

Focus

1

Care

- Internal & external
- Employee engagements
- Overview of service direction

2

Capability

- Training & Coaching
- Competence & Assessment

3

Consultancy

- Training Needs Analysis
- Address Performance Needs
- Strategic Plan

PERTAPIS EDUCATION BURSARY


The PERTAPIS Bursary will be working with schools, universities and institutions to provide financial aid to Madrasah, Diploma and Degree candidates from disadvantaged households of all races.

The purpose of the bursary is to acknowledge the beneficiaries' academic achievements, reduce their financial burden, and encourage them to work harder in their pursuit of higher education.

It also hopes that students would pursue further education and eventually give back to those in need within the community.

VOLUNTEER GROUPS

PERTAPIS aims to:

- Build our capabilities to develop & execute Volunteer Management Framework (VMF)
 - Improve our volunteer management practices for greater impact on service and service users
 - Develop a Volunteer Continuity Plan to enhance preparedness for volunteer management during crisis
- 

OUR PARTNERSHIPS

Tech-and-GO! Digitalisation

PCWG and PCH embarked on a digitalisation and innovation initiative by NCSS Tech-and-Go! since April 2021. This initiative have spur innovation, generate efficiencies and streamline work processes.

This project is not all about technology, it is analysing and streamlining the different work processes across the two homes and making it run as effortlessly as possible on a digitised platform.

Transforming manual processes into automated systems can be challenging. Changing any established process can be frustrating and tedious. However, the design thinking consultant and IT vendor has helped us identify key areas in our operations where relevant technologies can be applied to improve our productivity and reducing time spend on repetitive tasks. This promotes efficiency and gives staff more time to focus on engagement and building therapeutic rapport with our residents.



SIT Five Champions

5 of our PERTAPIS staff from the different centres completed a 6 month Workplace Learning Project in collaboration with Social Service Institute - SSI (Learning & Professional Development) and National of Centre of Excellence for Workplace Learning (NACE) @ Singapore Institute of Technology (SIT) Singapore's University of Applied Learning.

This project has empowered them to acquire skills and knowledge in workplace learning to better serve our clients with greater efficiency and effectiveness, in a scalable and sustainable manner.



#REDGirlsForGood

#REDgirlsforgood is a series of community engagement programme by PPIS. The programmes aim to enrich the lives of girls and women through activities such as music and art therapy as well as workshops to equip them with life-skills.

There were 3 sessions focusing on different themes. The last session which took place on 20 June had music as a theme. PPIS invited 3 inspiring guest speakers such as Radio DJ Fiza O, Pianist Nabilah Jalal, and an all-female Dhikir Barat group, Dewi Samudera from NTU-NUS.



Project Learn, Love, Live

As part of the Community Service-Learning SUSS LEAD (Learn, Experience, and Develop) initiative, SUSS students from the Project Learn, Love, Live (LLL) team partnered with PERTAPIS to provide academic and social-emotional support to children and youths who are recipients of the PERTAPIS's welfare assistance scheme through engaging them in weekly tutoring sessions.



Mendaki Tuition

With COVID-19 affecting the financial stability of our beneficiaries, some are having difficulties to send their children for tuition which deprives them of the support they need to fulfil their potential due to circumstances that they are in.

We are currently working with MENDAKI Tuition Scheme (MTS) to match our beneficiaries with the tuition centres nearest to their residence. We are also financially supporting them so that the children who are in primary and secondary schools could receive the necessary support for their academic performance.



ANNUAL EVENTS

Qurban Meat Distribution

Qurban Meat Distribution is one of the most anticipated annual event in PERTAPIS that is held every Hari Raya Haji. Due to the COVID-19 restrictions imposed during that time, the sacrificed meat was packed and delivered to homes of the Jemaah by a team of staff and volunteers. A portion of the sacrificed meat were then distributed to our TAJ beneficiaries for them to celebrate the festive season and be reminded of God's blessings.

Necessary precautions were taken to ensure the safety of our staffs and volunteers throughout the preparation and home delivery to the Jemaah.



TAJ Back-to-School

In our continuous effort to provide assistance to our beneficiaries, TAJ Back-to-School project was launched on 30th November 2021.

An amount of \$100,000 was allocated for this launch where each beneficiary received \$200 cash to assist in their expenses to prepare their children's new school year. Besides this, they also received some items like school bags to supplement their expenses.



“

**A man's true wealth
is the good he
does in the world.**

Prophet Muhammad S.A.W.

VOICES OF PERTAPIS

“



In my capacity as a Facility and Procurement Manager, I am responsible for coordinating all the employees and entities within the facility to ensure that all procurement processes are implemented and that the staff work in tandem with the facility to achieve its short- and long-term goals and objectives.

Syed Fazal
Facility & Procurement Manager

“

We are constantly innovating to assist the finance function as we adapt new technology and better workflows, to streamline the processes for more efficiency.

Together Everyone Achieve More (T.E.A.M)!

Shaujiah Robana
Finance Assistant Manager



“



It is difficult to continuously change for the better but having a good team will simplify the process.

Roslinda Ramli
Finance Senior Manager

“

As an IT practitioner for multiple foreign MNCs, joining PERTAPIS is a career changing experience for me. In addition to Compliance, which is my secondary responsibility, I want to use my expertise to strengthen the organisation's info-security and integrity, so that we can reassure our donors that PERTAPIS will continue to serve the community and its beneficiaries for many years to come while upholding the ethical standards.

Wahab Sahari
Technology & Compliance Manager



“



After serving for about 15 years in Welfare Department, I found satisfaction in helping others. By helping one person might not change the whole world but it could change the world for one person.

As Pablo Valle quoted: “Never underestimate the difference you can make in the lives of others. Step forward, reach out and help.”

Rashidah Rashid
Welfare Management Manager

“

Volunteers have always been an integral part of the organisation in supporting to provide quality services to empower our beneficiaries. During pandemic, volunteers & staffs faced challenges to maintain our service delivery. Being newly appointed in this new role this year, my aspiration post-pandemic is for both staffs & volunteers to continue working closely together as one Pertapis family, for the betterment of our beneficiaries.



Md Noh Md Adam
Volunteer Management Manager

“



Human Resource to me is the lifeblood of any organisation. As we stay true to our mission in serving the community, it does not end at the people we serve; but also the staff in PERTAPIS. Together with the team, we will provide the necessary human resource and administrative support to improve staff retention and benefits while improving policies to keep up with industry standards.

Hajarah Begum
Human Resource & Admin Manager

“

I believe in using compelling images and moving stories to touch and move donors to help make a difference in the lives of our beneficiaries. I'm continuously motivated by our mission to provide quality services to empower our beneficiaries, and doing what I can to make that mission a reality.



Nur Anisah Rashid
Design & Marketing Executive

OUR VOLUNTEER

Our volunteers are at the heart of what we do. Without their constant support and contributions, we would not be where we are today.

Meet Ahmad Idris Osman, 28, a volunteer with PERTAPIS for over 4 years. Ahmad started his volunteer journey with us by chance through a School Community Engagement Fair by Singapore University of Social Sciences (SUSS). Ahmad stumbled upon the Learn, Love, Live (LLL) project in 2018, a programme focusing on providing Youth Mentorship and tuition to student beneficiaries of Pertapis. The programme caught his interest and aligned with his values. He is a firm believer of providing quality education to each child.

“

I want to help children through their academic struggles and instill in them the belief that they can achieve great things, despite their background and status.

”



Volunteering at PERTAPIS presented Ahmad with many unique experiences and memories. One of which was during his first-ever teambuilding programme with the LLL project. Parents were encouraged to sit in during the introduction brief as Pertapis Staff introduced the volunteers to the parents. The parents then expressed their appreciation towards the volunteers. It then dawned on Ahmad how important his contributions have been to the students and their families. It truly showed how his actions, no matter how

small, made such a big difference in their lives. Ahmad has learned and grown a lot through his volunteer experience. He has gained new insights and perspectives, one that he probably would not have experienced without

The COVID-19 Pandemic proved to be the most challenging period of his volunteer journey. Pre-pandemic, the lessons were conducted face-to-face at Pertapis, which allowed for easier communication to build rapport and confidence in the students' abilities. Due to COVID-19 restrictions, classes were conducted virtually through Zoom instead. This halted the progress the tutors had with the students as IT issues became a major challenge to overcome. However, after working on the issues and providing support to the students, the students were able to effectively engage in the lessons and benefit from this new normal.



Ahmad shared how PERTAPIS has always been willing and committed to serving its beneficiaries and is always open to partnerships and collaborations with volunteers. He mentioned that volunteering at Pertapis feels more like family helping each other out and that is what makes volunteering at Pertapis so special, you will never feel out of place and will always feel included and appreciated.

To those who are interested in starting their volunteer journey at Pertapis, Ahmad advises them to be open and welcoming of new opportunities. Volunteering at Pertapis has been an enjoyable journey for him and hopes the same for all volunteers, new and old.

“

Ultimately, anyone starting their volunteering journey with Pertapis can look forward towards enjoying themselves.

”



APPRECIATION TO OUR DONORS

Syed Mohamed Traders (Singapore) Pte Ltd
 Inter-Forwarding Logistics Pte Ltd
 SSA Culinary Institute Pte Ltd
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ACKNOWLEDGEMENTS



Giving Hope
Improving Lives

PERTAPIS EDUCATION AND WELFARE CENTRE

*[A Society registered under the Societies Act
(Chapter 311) in the Republic of Singapore]
Unique Entity Number: S71SS0014H*

**FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
31 MARCH 2022**

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PERTAPIS EDUCATION AND WELFARE CENTRE

Unique Entity No.: S71SS0014H

STATEMENT BY THE EXECUTIVE COMMITTEE

For the financial year ended 31 March 2022

In the opinion of the Executive Committee, the accompanying financial statements are drawn up so as to present fairly, in all material respects, the state of affairs of the Pertapis Education and Welfare Centre (the "Society") as at 31 March 2022, and of the financial results, the changes in funds and cash flows of the Society for the financial year then ended.

At the date of this statement, there are reasonable grounds to believe that the Society will be able to pay its debts as and when they fall due.

At the date of this statement, the Executive Committee in office, comprising the following, authorised the issue of these financial statements.

President	Hussaini Abdullah
Vice President I	Abdul Rahim Abdul Khan
Vice President II	D'Cruz Firdaus Lionel Wilfred
Secretary-General	Mohamed Shaharin Bin Mohamed Nordin
Finance Secretary	Abdul Samad Bin Haron
Committee Member	Mohd Maser Mansor
Committee Member	Ahmad Ishak Ismail
Committee Member	Mohamed Elmie Nekmat
Committee Member	Dr. Muhammad Fadzli Hassan
Committee Member	Muhammad Hasyim Mohamed Azmi
Committee Member	Mohamed Razif Helmy Bin Abdul Kadir
Committee Member	Danial Khan Abdul Rahim Khan
Committee Member	Abdul Hazin Abdul Rahim

On behalf of the Executive Committee



HUSSAINI ABDULLAH

President



ABDUL RAHIM ABDUL KHAN

Vice President I

Date: **24 AUG 2022**



**INDEPENDENT AUDITOR'S REPORT
TO THE MEMBERS OF PERTAPIS EDUCATION AND WELFARE CENTRE**

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of PERTAPIS EDUCATION AND WELFARE CENTRE (the "Society"), which comprise the statement of financial position as at 31 March 2022, and the statement of financial activities, statement of changes in funds and statement of cash flows for the financial year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements are properly drawn up in accordance with the provisions of the Societies Act, Chapter 311 (the "Societies Act"), the Charities Act, Chapter 37 and other relevant regulations (the "Charities Act and Regulations") and Charities Accounting Standard ("CAS") so as to present fairly, in all material respects, the state of affairs of the Society as at 31 March 2022, and of the financial results, the changes in funds and cash flows of the Society for the financial year then ended on that date.

Basis for Opinion

We conducted our audit in accordance with Singapore Standards on Auditing ("SSAs"). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Society in accordance with the Accounting and Corporate Regulatory Authority ("ACRA") Code of Professional Conduct and Ethics for Public Accountants and Accounting Entities ("ACRA Code") together with the ethical requirements that are relevant to our audit of the financial statements in Singapore, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ACRA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other matters

The financial statements of the Society for the financial year ended 31 March 2021 were audited by another firm of auditors who expressed an unmodified opinion on those statements on 11 October 2021.

Other Information

Management is responsible for the other information. The other information comprises the Statement by the Executive Committee set out on page 1.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.



Responsibilities of the Executive Committee and Those charged with Governance for the Financial Statements

The Executive Committee is responsible for the preparation and fair presentation of the financial statements in accordance with the provisions of the Societies Act, the Charities Act and Regulations and CAS, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Executive Committee is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high-level assurance, but is not a guarantee that an audit conducted in accordance with SSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with SSAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Society internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Auditor's Responsibilities for the Audit of the Financial Statements (Continued)

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

In our opinion,

- (a) the accounting and other records required to be kept by the Society have been properly kept in accordance with the provisions of the Societies Regulations enacted under the Societies Act, the Charities Act and Regulations, and
- (b) the fund-raising appeals held during the financial year ended 31 March 2022 have been carried out in accordance with the Regulation 6 of the Societies Regulations issued under the Societies Act and proper accounts and other records of the fund-raising appeal have been kept.

During the course of our audit, nothing has come to our attention that caused us to believe that during the financial year:

- (i) the Society has not used the donation moneys in accordance with the objectives as required under Regulation 11 of the Charities (Institutions of Public Character) Regulations; and
- (ii) the Society has not complied with the requirements of Regulation 15 of the Charities (Institutions of Public Character) Regulations.

Helmi Talib us

HELMI TALIB LLP
Public Accountants and
Chartered Accountants

Singapore

Date: **24 AUG 2022**

Partner-in-charge : Suriyati binti Mohamed Yusof
PAB No. : 01627

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
 Unique Entity No.: S71SS0014H

STATEMENT OF FINANCIAL ACTIVITIES

For the financial year ended 31 March 2022

	2022			2021		
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
Note	\$	\$	\$	\$	\$	\$
INCOME						
Income from generated funds						
Voluntary income	766,956	2,832,546	3,599,502	903,204	2,311,348	3,214,552
Grants and subsidies	329,202	-	329,202	1,164,059	-	1,164,059
Activities income	104,764	-	104,764	1,053,683	-	1,053,683
Investment income	117,505	-	117,505	116,803	-	116,803
Other income	211,779	-	211,779	544,190	-	544,190
5	1,530,206	2,832,546	4,362,752	3,781,939	2,311,348	6,093,287
Income from charitable activities						
Grants and subsidies	-	8,188,387	8,188,387	-	9,063,478	9,063,478
Amortisation of capital grant	-	875,049	875,049	-	862,573	862,573
Activities income	-	79,165	79,165	-	58,895	58,895
Miscellaneous income	-	39,128	39,128	-	45,488	45,488
	-	9,181,729	9,181,729	-	10,030,434	10,030,434
Administrative fees	738,000	-	738,000	850,500	-	850,500
Total income	2,268,206	12,014,275	14,282,481	4,632,439	12,341,782	16,974,221
EXPENDITURE						
Cost of generating funds						
Salaries and related costs	-	11,599	11,599	555,363	-	555,363
Amortisation of capital grant	-	913	913	-	1,111	1,111
Balance carried forward	-	12,512	12,512	555,363	1,111	556,474

The accompanying notes form an integral part of these financial statements.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
 Unique Entity No.: S71SS0014H

STATEMENT OF FINANCIAL ACTIVITIES

For the financial year ended 31 March 2022

	2022			2021		
	Unrestricted funds \$	Restricted funds \$	Total funds \$	Unrestricted funds \$	Restricted funds \$	Total funds \$
EXPENDITURE (Continued)						
Cost of generating funds (Continued)						
Balance brought forward	-	12,512	12,512	555,363	1,111	556,474
Depreciation of property, plant and equipment	2,307	-	2,307	5,166	-	5,166
Fundraising expenses	-	-	-	111,559	-	111,559
Residents and students expenses	-	-	-	45,266	-	45,266
Staff employer CPF and SDL	-	-	-	62,768	-	62,768
Staff training	-	-	-	5,310	4,550	9,860
Property, plant and equipment written off	-	-	-	4,016	-	4,016
Staff welfare	-	-	-	80	1,008	1,088
Miscellaneous expenses	225	1,717	1,942	114,781	5,438	120,219
	<u>2,532</u>	<u>14,229</u>	<u>16,761</u>	<u>904,309</u>	<u>12,107</u>	<u>916,416</u>
Cost of charitable activities						
Salaries and related costs	-	3,552,784	3,552,784	-	2,866,918	2,866,918
Amortisation of capital grant	-	929,302	929,302	-	929,658	929,658
Depreciation of property, plant and equipment	-	926,265	926,265	-	893,419	893,419
Residents and students expenses	-	898,351	898,351	-	937,538	937,538
Residents' programme	-	355,770	355,770	-	269,680	269,680
Donation to others	-	556,195	556,195	-	393,737	393,737
Staff employer CPF and SDL	-	1,734,276	1,734,276	-	467,745	467,745
Miscellaneous expenses	-	8,952,943	8,952,943	-	1,348,041	1,348,041
	<u>-</u>	<u>8,952,943</u>	<u>8,952,943</u>	<u>-</u>	<u>8,106,736</u>	<u>8,106,736</u>

The accompanying notes form an integral part of these financial statements.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
 Unique Entity No.: S71SS0014H

STATEMENT OF FINANCIAL ACTIVITIES

For the financial year ended 31 March 2022

	2022			2021		
	Unrestricted funds \$	Restricted funds \$	Total funds \$	Unrestricted funds \$	Restricted funds \$	Total funds \$
EXPENDITURE (Continued)						
Governance and administrative costs						
Salaries and related costs	1,088,707	-	1,088,707	1,066,197	51,553	1,117,750
General donations	262,800	-	262,800	-	-	-
General expenses	218,188	-	218,188	228,160	1,084	229,244
Rental of premises and equipment	189,210	-	189,210	168,613	-	168,613
Staff employer CPF and SDL	148,687	-	148,687	140,693	-	140,693
Fundraising expenses	112,303	-	112,303	-	-	-
Repairs and maintenance	98,153	-	98,153	51,926	28,976	80,902
Advertisement	92,838	-	92,838	75,551	25	75,576
Printing, postage and stationery	91,500	-	91,500	114,159	531	114,690
Depreciation of property, plant and equipment	79,364	-	79,364	91,191	-	91,191
Utilities	30,289	-	30,289	27,270	-	27,270
Meals & entertainment	27,446	-	27,446	15,886	1,762	17,648
Meeting, function and seminar expenses	24,647	-	24,647	9,584	-	9,584
Audit fees	15,380	20,324	35,704	12,400	26,600	39,000
Gifts and souvenirs	12,884	-	12,884	6,542	-	6,542
Staff welfare	11,101	-	11,101	21,810	-	21,810
Depreciation of investment properties	12,200	-	12,200	45,650	-	45,650
Bank Charges	9,435	-	9,435	8,319	70	8,389
Property Tax	8,155	-	8,155	8,448	-	8,448
Insurance	7,948	-	7,948	8,076	-	8,076
Professional Fees	4,105	-	4,105	14,305	-	14,305
Transportation & Petrol	4,021	-	4,021	3,939	1,507	5,446
Balance carried forward	2,549,361	20,324	2,569,685	2,118,719	112,108	2,230,827

The accompanying notes form an integral part of these financial statements.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
 Unique Entity No.: S71SS0014H

STATEMENT OF FINANCIAL ACTIVITIES

For the financial year ended 31 March 2022

	2022			2021		
	Unrestricted funds \$	Restricted funds \$	Total funds \$	Unrestricted funds \$	Restricted funds \$	Total funds \$
EXPENDITURE (Continued)						
Governance and administrative costs (Continued)						
Balance brought forward	2,549,361	20,324	2,569,685	2,118,719	112,108	2,230,827
Low value assets	3,013	-	3,013	4,039	-	4,039
Staff training	2,430	-	2,430	16,635	-	16,635
Disposal of Fixed Assets	2,342	-	2,342	-	-	-
Staff medical expenses	2,070	-	2,070	1,201	-	1,201
Recruitments	572	-	572	252	-	252
Newspapers and periodicals	484	-	484	608	-	608
Subscription /Membership	389	-	389	52	-	52
Administrative fees charged	-	738,000	738,000	112,500	738,000	850,500
Licenses fees	-	-	-	1,479	-	1,479
Impairment losses on investment properties	-	-	-	396,350	-	396,350
Expenses from movers service	-	-	-	-	30,730	30,730
	<u>2,560,661</u>	<u>758,324</u>	<u>3,318,985</u>	<u>2,651,835</u>	<u>880,838</u>	<u>3,532,673</u>
Total expenditure	2,563,193	9,725,496	12,288,689	3,556,144	8,999,681	12,555,825
Net (expenditure)/income before Zakat allocation	(294,987)	2,288,779	1,993,792	1,076,295	3,342,101	4,418,396
Allocation of zakat	-	-	-	-	-	-
Net (expenditure)/income for the financial year	<u>(294,987)</u>	<u>2,288,779</u>	<u>1,993,792</u>	<u>1,076,295</u>	<u>3,342,101</u>	<u>4,418,396</u>

The accompanying notes form an integral part of these financial statements.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
 Unique Entity No.: S71SS0014H

STATEMENT OF FINANCIAL POSITION

As at 31 March 2022

	Note	<u>2022</u> \$	<u>2021</u> \$
Assets			
Current assets			
Cash and cash equivalents	6	23,723,145	21,905,493
Fees and other receivables	7	2,036,171	1,052,776
Total current assets		<u>25,759,316</u>	<u>22,958,269</u>
Non-current assets			
Investment properties	8	4,217,800	4,230,000
Property, plant and equipment	9	1,697,609	2,470,123
Total non-current assets		<u>5,915,409</u>	<u>6,700,123</u>
Total assets		<u>31,674,725</u>	<u>29,658,392</u>
Liabilities			
Current liabilities			
Payables	10	1,063,291	1,040,750
Total current liabilities		<u>1,063,291</u>	<u>1,040,750</u>
Total liabilities		<u>1,063,291</u>	<u>1,040,750</u>
Net assets		<u>30,611,434</u>	<u>28,617,642</u>
Funds			
Unrestricted Funds			
General fund	11	17,971,291	18,450,815
Childcare fund	11	-	(183,495)
Total Unrestricted Funds		<u>17,971,291</u>	<u>18,267,320</u>
Restricted Funds			
Designated Capital Grant fund	12	1,404,438	2,327,548
Community Silver Trust fund	12	130,435	232,285
Care & Share Grant fund	12	(290,000)	(288,401)
Yellow Ribbon Grant fund	12	4,728	34,380
President Challenge fund	12	144,726	48,219
Welfare Trust and Zakat fund	12	1,591,873	793,440
Children Home fund	12	1,748,833	1,415,017
Women and Girls Home fund	12	2,415,221	2,090,288
Halfway House fund	12	5,230,497	3,639,564
Senior Citizen Fellowship Home fund	12	259,392	57,982
Total Restricted Funds		<u>12,640,143</u>	<u>10,350,322</u>
Total funds		<u>30,611,434</u>	<u>28,617,642</u>

The accompanying notes form an integral part of these financial statements.

PERTAPIS EDUCATION AND WELFARE CENTRE*[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]**Unique Entity No.: S71SS0014H***STATEMENT OF CHANGES IN FUNDS***For the financial year ended 31 March 2022*

<u>2022</u>	At the beginning of financial year	Net income/ (expenditure) for the financial year	Transfer of funds	At the end of financial year
	\$	\$	\$	\$
Unrestricted funds				
General fund	18,450,815	(478,482)	(1,042)	17,971,291
Childcare fund	(183,495)	183,495	-	-
	<u>18,267,320</u>	<u>(294,987)</u>	<u>(1,042)</u>	<u>17,971,291</u>
Restricted funds				
Designated Capital Grant	2,327,548	(930,215)	7,105	1,404,438
Community Silver Trust fund	232,285	(93,804)	(8,046)	130,435
Care & Share Grant fund	(288,401)	-	(1,599)	(290,000)
Yellow Ribbon Grant fund	34,380	(29,652)	-	4,728
President Challenge fund	48,219	113,162	(16,655)	144,726
Welfare Trust and Zakat fund	793,440	798,433	-	1,591,873
Children Home fund	1,415,017	321,949	11,867	1,748,833
Women and Girls Home fund	2,090,288	324,737	196	2,415,221
Halfway House fund	3,639,564	1,590,933	-	5,230,497
Senior Citizen Fellowship Home fund	57,982	193,236	8,174	259,392
	<u>10,350,322</u>	<u>2,288,779</u>	<u>1,042</u>	<u>12,640,143</u>
Total funds	<u>28,617,642</u>	<u>1,993,792</u>	<u>-</u>	<u>30,611,434</u>

The accompanying notes form an integral part of these financial statements.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
 Unique Entity No.: S71SS0014H

STATEMENT OF CHANGES IN FUNDS

For the financial year ended 31 March 2022

2021	At the beginning of financial year	Net income/ (expenditure) for the financial year	Transfer of funds	At the end of financial year
	\$	\$	\$	\$
Unrestricted funds				
General fund	17,596,240	615,103	239,472	18,450,815
Childcare fund	(646,231)	461,192	1,544	(183,495)
	<u>16,950,009</u>	<u>1,076,295</u>	<u>241,016</u>	<u>18,267,320</u>
Restricted funds				
Designated Capital Grant	2,945,479	(930,769)	312,838	2,327,548
Community Silver Trust fund	249,521	(17,236)	-	232,285
Care & Share Grant fund	6,094	(28,824)	(265,671)	(288,401)
Yellow Ribbon Grant fund	-	34,380	-	34,380
President Challenge fund	31,037	71,886	(54,704)	48,219
Welfare Trust and Zakat fund	689,005	104,435	-	793,440
Children Home fund	607,138	822,490	(14,611)	1,415,017
Women and Girls Home fund	834,861	1,303,044	(47,617)	2,090,288
Halfway House fund	2,964,729	549,492	125,343	3,639,564
Senior Citizen Fellowship Home fund	(1,078,627)	1,433,203	(296,594)	57,982
	<u>7,249,237</u>	<u>3,342,101</u>	<u>(241,016)</u>	<u>10,350,322</u>
Total funds	<u>24,199,246</u>	<u>4,418,396</u>	<u>-</u>	<u>28,617,642</u>

The accompanying notes form an integral part of these financial statements.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
 Unique Entity No.: S71SS0014H

STATEMENT OF CASH FLOWS

For the financial year ended 31 March 2022

	Note	<u>2022</u> \$	<u>2021</u> \$
Cash flows from operating activities			
Net income for the financial year		1,993,792	4,418,396
Adjustments for:			
Depreciation of property, plant and equipment	9	1,007,936	989,776
Depreciation of investment properties	8	12,200	45,650
Impairment losses on investment properties	8	-	396,350
Property, plant and equipment written off / disposed	9	5,230	4,016
Cost adjustment on property, plant and equipment	9	128	-
Interest income		(49,126)	(52,953)
Operating cash flows before changes in working capital		<u>2,970,160</u>	<u>5,801,235</u>
Changes in working capital			
(Increase)/decrease in fees and other receivables		(983,395)	146,019
Increase/(decrease) in payables		22,541	(306,954)
Total changes in working capital		<u>(960,854)</u>	<u>(160,935)</u>
Cash generated from operating activities		2,009,306	5,640,300
Interest income received		49,126	82,902
Net cash flows generated from operating activities		<u>2,058,432</u>	<u>5,723,202</u>
Cash flows from investing activities			
Decrease / (Increase) in fixed deposits pledged		236,808	(2,614)
Purchase of property, plant and equipment	9	(240,780)	(372,525)
Net cash flows used in investing activities		<u>(3,972)</u>	<u>(375,139)</u>
Net increase in cash and cash equivalents		2,054,460	5,348,063
Cash and cash equivalents at beginning of financial year		21,668,685	16,320,622
Cash and cash equivalents at end of financial year	6	<u>23,723,145</u>	<u>21,668,685</u>
Net cash flows			
Net cash flows generated from operating activities		<u>2,058,432</u>	<u>5,723,202</u>
Net cash flows used in investing activities		<u>(3,972)</u>	<u>(375,139)</u>

The accompanying notes form an integral part of these financial statements.

PERTAPIS EDUCATION AND WELFARE CENTRE

*[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
Unique Entity No.: S71SS0014H*

NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

These notes form an integral part of and should be read in conjunction with the accompanying financial statements.

1 GENERAL

Pertapis Education and Welfare Centre (the "Society") was registered on 15 March 1971 under the Societies Act, Chapter 311 and is a charity registered under the Charities Act (Chapter 37) since 17 February 1984.

The Society has been accorded the Institutions of a Public Character ("IPC") status from 1 January 2020 to 30 June 2022 and was subsequently extended for the period from 1 July 2022 to 31 March 2023.

The principal activities of the Society are those of engaging in self-help projects for the betterment of the community welfare in Singapore.

The Society's registered office and principal place of business is at Blk 1 Joo Chiat Road, #04-1001 Joo Chiat Complex, Singapore 420001.

The Society is comprised of four (4) welfare centres as follows:

Welfare Centres

1. Pertapis Children's Home
2. Pertapis Centre for Women and Girls
3. Pertapis Halfway House
4. Pertapis Senior Citizens' Fellowship Home

The financial statements of the Society for the financial year ended 31 March 2022 were authorised for issue in accordance with a resolution of the Executive Committee on the date of the Statement by the Executive Committee.

2 SIGNIFICANT ACCOUNTING POLICIES

2.1 Basis of preparation

The financial statements of the Society have been drawn up in accordance with Charities Accounting Standard ("CAS") and the disclosure requirements of the Societies Act and the Charities Act, Chapter 37. The financial statements have been prepared on the historical cost basis except as disclosed in the accounting policies below.

The financial statements are presented in Singapore Dollars ("S\$"), which is the Society's functional currency.

2.2 Changes in accounting policies

The accounting policies adopted are consistent with those of the previous financial year.

2.3 Income recognition

Income is recognised to the extent that it is probable that the economic benefits will flow to the Society and the income can be reliably measured, regardless of when the payment is made. Income is measured at the fair value of consideration received or receivable, taking into account contractually defined terms of payment.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

2 SIGNIFICANT ACCOUNTING POLICIES (Continued)

2.3 Income recognition (Continued)

(a) Cash donations

Cash donations which are still in collection containers at public and other premises or are in transit to the Society are not recognized as income until they have been received by the Society. Donations are recognized on a receipt basis. No value is ascribed to volunteer services, donated services, assets donated for continuing use or similar donations-in-kind, unless the benefit to the Society is reasonably quantifiable and measurable in which case an equivalent amount is recorded in expenditure or capitalized as appropriate.

(b) Donations in-kind

Donations-in-kind received for continuing use are capitalized and included in the statement of financial position at a reasonable estimate or in the event that it is not practicable to do so, a nominal value of \$1 is assigned to capitalize the useable assets.

Items received which are donated for resale, distribution or consumption are not recorded when received as it is usually not practical to ascertain the value of the items involved.

(c) Grants and subsidies

The recognition of a promised grant or *subsidies* is evidence of entitlement which normally exists when the grant is formally expressed in writing. Where the entitlement is demonstrable, and no conditions are attached, such promises are recognized as income once the criteria or certainty and measurability are met. When conditions are attached, they must be fulfilled before the Society has unconditional entitlement to the income. Income is deferred as a liability where uncertainty exists as to whether the Society can meet the conditions and is recognized as income when there is sufficient evidence that the conditions imposed can be met.

(d) Allocation of Zakat and income from fund-raising projects

Allocation of Zakat and income from fund-raising projects are taken up in the financial statements as income on receipt basis.

(e) Registration fees

Registration fees are recognised when received.

(f) Rental income

Rental income arising from operating leases on investment property is accounted for on a straight-line basis over the lease term.

(g) Other income

Other income is recognised when received.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

2 SIGNIFICANT ACCOUNTING POLICIES (Continued)

2.4 Expenditure recognition (Continued)

All expenditure is accounted for on accrual basis, aggregated under the respective areas. Direct costs are attributed to the activity where possible, where costs are not wholly attributable to an activity, they are apportioned on a basis consistent with the use of resources.

(a) Cost of generating funds

Cost of generating funds comprises all directly attributable costs incurred in the generating of voluntary income and fund-raising activities. These costs include costs related to constitutional and statutory requirements and an apportionment of overhead and shared costs.

(b) Cost of charitable activities

Cost of charitable activities comprises all directly attributable costs incurred in the pursuit of the charitable objects of the Society and an apportionment of overhead and shared costs.

(c) Governance and administrative costs

Governance costs include the cost of governance arrangement, which related to the general running of the Society, providing governance infrastructure, and ensuring public accountability. These costs include costs related to constitutional and statutory requirements and an apportionment of overhead and shared costs.

2.5 Property, plant and equipment

All items of property, plant and equipment are initially recorded at cost. Subsequent to recognition, property, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses. The cost of property, plant and equipment includes its purchase price and any costs directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Dismantlement, removal or restoration costs are included as part of the cost of property, plant and equipment if the obligation for dismantlement, removal or restoration is incurred as a consequence of acquiring or using the property, plant and equipment.

Depreciation is calculated using the straight-line method to allocate depreciable amounts over their estimated useful lives. The estimated useful lives are as follows:

	<u>Useful lives</u>
Computers	3 years
Furniture and fittings	5 years
Office equipment	5 years
Gymnastics equipment	5 years
Playground equipment	5 years
Gaming equipment	5 years
Motor vehicles	5 years
Renovation	5 years

The residual value, useful lives and depreciation method are reviewed at the end of each reporting period, and adjusted prospectively, if appropriate.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
Unique Entity No.: S71SS0014H

NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

2 SIGNIFICANT ACCOUNTING POLICIES (Continued)

2.5 Property, plant and equipment (Continued)

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss on derecognition of the asset is included in profit or loss in the year the asset is derecognised.

Fully depreciated assets still in use are retained in the financial statements.

2.6 Impairment of non-financial assets

The Society assesses at each reporting date whether there is an indication that an asset may be impaired. If any indication exists, (or, where applicable, when an annual impairment testing for an asset is required), the Society makes an estimate of the asset's recoverable amount.

An asset's recoverable amount is the higher of an asset's or cash-generating unit's fair value less costs of disposal and its value in use and is determined for an individual asset, unless the asset does not generate cash inflows that are largely independent of those from other assets or group of assets. Where the carrying amount of an asset or cash-generating unit exceeds its recoverable amount, the asset is considered impaired and is written down to its recoverable amount.

Impairment losses are recognised in the statement of financial activities.

A previously recognised impairment loss is reversed only if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognised. If that is the case, the carrying amount of the asset is increased to its revised recoverable amount. That increase cannot exceed the carrying amount that would have been determined, net of depreciation, had no impairment loss been recognised previously. Such reversal is recognised in the statement of financial activities.

2.7 Financial instruments

(a) *Financial assets*

Initial recognition and measurement

Receivables, excluding prepayments, are initially recognised at their transaction price, excluding transaction costs, if any. Transaction costs are recognised as expenditure in the statement of financial activities as incurred. Prepayments are initially recognised at the amount paid in advance for the economic resources expected to be received in the future.

Subsequent measurement

Receivables in financial assets are subsequently measured at cost less accumulated impairment losses.

Derecognition

Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Society has transferred substantially all risks and rewards of ownership.

NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

2 SIGNIFICANT ACCOUNTING POLICIES (Continued)

2.7 Financial instruments (Continued)

(b) Financial liabilities (Continued)

Initial recognition and measurement

Financial liabilities are recognised when the Society becomes a party to the contractual agreements of the instrument and are classified according to the substance of the contractual arrangements entered into. All interest related charges are recognised in the statement of financial activities. Financial liability includes "Other payables" in the statement of financial position.

Financial liabilities including other payables, other than accruals, shall be recognised at their transaction price, excluding transaction costs, if any, both at initial recognition and at subsequent measurement. Transaction costs shall be recognised as expenditure in the statement of financial activities as incurred. Accruals shall be recognised at the best estimate of the amount payable.

Derecognition

Financial liabilities are derecognised when the obligations under the liability are discharged, cancelled or expired. When existing financial liabilities are replaced by another from the same lender on substantially different terms of an existing liability or are substantially modified, such a exchange or modification is treated as a derecognition of the original liability and the recognition of a new liability, and the difference in respective amounts is recognised in the statement of financial activities.

2.8 Cash and cash equivalents

Cash and cash equivalents comprise cash at banks, fixed deposits and cash on hand which are subject to an insignificant risk of changes in value.

2.9 Impairment of financial assets

The Society assesses at each reporting date whether there is objective evidence that a financial asset or a group of financial assets is impaired.

An allowance for impairment of financial assets is recognised when there is objective evidence that the Society will not be able to collect all amounts due according to the original terms of the financial assets. Significant difficulty of the debtor probability that the debtor will enter bankruptcy or financial reorganisation, and default or delinquency in payments are considered indicators that the financial asset is impaired. The amount of the allowance is the difference between the financial asset's carrying amount and the present value of the estimated future cash flows, discounted at the original effective interest rate. The amount of the allowance for impairment is recognised in the statement of financial activities within "Cost of generating funds", "Cost of charitable activities" and "Governance and other administrative costs".

Subsequently, if the amount of an impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss will be reversed. The reversal will not result in any carrying amount of the financial asset (net of any allowance account) that exceeds what the carrying amount would have been had the impairment not previously been recognised. The amount of reversal is recognised in the statement of financial activities.

NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

2 SIGNIFICANT ACCOUNTING POLICIES (Continued)

2.10 Provisions (Continued)

Provisions are recognised when the Society has a present obligation (legal or constructive) as a result of a past event where it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and the amount of the obligation can be estimated reliably.

Provisions are reviewed at the end of each reporting period and adjusted to reflect the current best estimate. If it is no longer probable that an outflow of resources embodying economic benefits will be required to settle the obligation, the provision is reversed. If the effect of the time value of money is material, provisions are discounted using a current pre-tax rate that reflects, where appropriate, the risks specific to the liability. When discounting is used, the increase in the provision due to the passage of time is recognised in the statement of financial activities.

2.11 Employee benefits

(a) *Defined contribution plans*

The Society makes contributions to the Central Provident Fund ("CPF") scheme in Singapore, a defined contribution pension scheme. Contributions to defined contribution pension schemes are recognised as an expense in the period in which the related service is performed.

(b) *Short-term employee benefits*

Short-term employee benefit obligations are measured on an undiscounted basis and are expensed as the related service is provided. A liability is recognised for the amount expected to be paid if the Society has a present legal or constructive obligation to pay this amount as a result of past service provided by the employee, and the obligation can be estimated reliably.

2.12 Operating leases

As lessor

The Society leases out the investment property under operating leases to non-related parties.

Leases of an investment property where the Society retains substantially all risks and rewards incidental to ownership is classified as operating leases. Initial direct costs incurred by the Society in negotiating and arranging operating leases are added to the carrying amount of the leased assets and recognised as an expense in the statement of financial activities over the lease term on the same basis as the rental income. The accounting policy for rental income is set out in Note 2.3 (f).

As lessee

Leases of assets in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are taken to the statement of financial activities on a straight-line basis over the period of the lease.

When an operating lease is terminated before the lease period has expired, any payment required to be made to the lessor by way of penalty is recognised as an expense in the period in which termination takes place.

Rental on operating lease is recognised in the statement of financial activities.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

2 SIGNIFICANT ACCOUNTING POLICIES (Continued)

2.13 Funds

Restricted fund balances are restricted by outside sources and may only be utilised in accordance with the purposes for which they are established. Designated funds are earmarked for specific purposes and are largely made up of funds allocated at the discretion of the Executive Management. These designated funds are treated as restricted funds as they contain funds restricted by outside sources.

The Executive Committee members retains full control over the use of unrestricted funds for any of the Society's purposes.

2.14 Contingencies

Contingent liabilities are not recognised in the financial statements. They are disclosed unless the possibility of an outflow of resources embodying economic benefits is remote.

A contingent asset is not recognised in the financial statements but disclosed when an inflow of economic benefit is probable.

2.15 Events after the reporting date

Post year-end events that provide additional information about the Society's position at the reporting date (adjusting events) are reflected in the financial statements. Post year-end events that are not adjusting events are disclosed in the notes to financial statements when material.

3 SIGNIFICANT ACCOUNTING JUDGEMENTS AND ESTIMATES

The preparation of the Society's financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts of the income, expenses, assets and liabilities, and the disclosure of contingent liabilities at the end of the reporting period. Uncertainty about these assumptions and estimates could result in outcomes that could require a material adjustment to the carrying amount of the asset or liability affected in the future periods.

3.1 Judgements made in applying accounting policies

The key critical judgments in applying the entity's accounting policies concerning the future at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are discussed below.

Government grants

Government grants to meet operating expenses are recognised as income in the statement of financial activities on an accrual basis in the year these operating expenses were incurred and there is reasonable assurance that the Society will comply the conditions attached to it.

For certain grants, the government agencies reserve the right to withdraw, withhold or reduce the amount of any funds approved but not yet disbursed or to call for the refund of all funds which have been disbursed to the Society if the conditions are not met.

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

3 SIGNIFICANT ACCOUNTING JUDGEMENTS AND ESTIMATES (Continued)

3.1 Judgements made in applying accounting policies (Continued)

Impairment of fees receivables

The impairment of fee receivables is based on the ageing analysis and management's continuous evaluation of the recoverability of the outstanding receivables. In assessing the ultimate realisation of these receivables, management considers, among other factors, the creditworthiness and the past collection history of each customer. If the financial conditions of these customers were to deteriorate, resulting in an impairment of their ability to make payments, additional allowances may be required. The carrying amounts of the Society's fees receivables is disclosed in Note 7 to the financial statements.

Useful lives of investment properties and property, plant and equipment

The useful life of an item of property, plant and equipment and investment properties are estimated at the time the asset is acquired and is based on historical experience with similar assets and takes into account anticipated technological or other changes. If changes occur more rapidly than anticipated or the asset experiences unexpected level of wear and tear, the useful life will be adjusted accordingly. The carrying amount of the Society's investment properties and property, plant and equipment as at 31 March 2022 are disclosed in Note 8 and 9 to the financial statements.

3.2 Key sources of estimation uncertainty

Management is of the opinion that there are no key sources of estimation uncertainty at the end of the financial year that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

4 RELATED PARTY DISCLOSURES

(a) *Significant related party transactions*

The related party transactions are between the Society, its divisions, Executive Committee and its directors. The effects of these transactions are reflected in the financial statements on the basis determined between the parties.

	<u>2022</u>	<u>2021</u>
	\$	\$
<i><u>Related parties, Executive Committee / Spouse of Executive Committee</u></i>		
Benefits received from the Society	15,846	16,161
Consultancy services rendered from the Society	-	1,258
	<u>2022</u>	<u>2021</u>
	\$	\$
<i><u>Related party, Pertapis Community Services Limited (PCS)</u></i>		
Allocation of Zakat from the Society	250,000	100,000
Payment made on behalf of the Society	1,111	7,833

PERTAPIS EDUCATION AND WELFARE CENTRE*[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]**Unique Entity No.: S71SS0014H***NOTES TO THE FINANCIAL STATEMENTS***For the financial year ended 31 March 2022***4 RELATED PARTY DISCLOSURES (Continued)***(b) Remuneration of the Executive Committee*

The Executive Committee are volunteers who contribute pro-bono their time, expertise and services. During the financial year, the Executive Committee did not receive any remuneration from the Society (2021: NIL).

(c) Remuneration of key management personnel

Key management personnel of the Society and its Divisions consist of the Executive Director, Key Managers and all Head of the Homes. They have the responsibility to plan, direct and control the activities of the Society and its Divisions. During the financial year ended 31 March 2022, there were 10 key management personnel (2021: 12).

	<u>2022</u>	<u>2021</u>
	\$	\$
Senior and Executive Director's remuneration:		
Salaries and related costs	576,453	496,191
Employer CPF	78,714	52,350
	<u>655,167</u>	<u>548,541</u>

(d) Remuneration to staff who are close family members of the Executive Committee

	<u>No. of staff</u>	
	<u>2022</u>	<u>2021</u>
Breakdown by band:		
\$50,000 to \$100,000	<u>2</u>	<u>2</u>
Breakdown by name of Executive Committee:		
Abdul Samad Bin Haron	1	1
Dr. Muhammad Fadzli Hassan and Muhammad Hasyim Mohamed Azmi	1	1
	<u>2</u>	<u>2</u>

None of the Society's employees, including its key management personnel, received a remuneration exceeding S\$100,000 during the financial years ended 31 March 2022 and 31 March 2021.

5 INCOME FROM GENERATING FUNDS

	<u>2022</u>	<u>2021</u>
	\$	\$
<u>Voluntary income</u>		
Non-tax exempt donations	429,299	284,300
Tax exempt donations	337,657	618,904
	<u>766,956</u>	<u>903,204</u>
<u>Grants and subsidies</u>		
Grants received	274,036	1,095,863
Amortisation of grants	55,166	68,196
	<u>329,202</u>	<u>1,164,059</u>

PERTAPIS EDUCATION AND WELFARE CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

5 INCOME FROM GENERATING FUNDS (Continued)

	<u>2022</u>	<u>2021</u>
	\$	\$
<u>Activities income</u>		
Fundraising income	88,315	116,586
Consultancy income	16,449	-
Childcare school fees	-	931,897
Registration fees	-	2,560
Sales of books	-	2,375
Student insurance	-	265
	<u>104,764</u>	<u>1,053,683</u>
<u>Investment income</u>		
Interest income	34,620	52,953
Islamic deposit profit	14,506	14,558
Rental income	68,379	49,292
	<u>117,505</u>	<u>116,803</u>
<u>Other income</u>		
Membership fees	2,759	2,501
Wage credit scheme	-	148,761
Sale of Kiddy Campus	-	75,000
Special employment credit	-	43,787
Consultancy income	-	6,014
Miscellaneous Income	209,020	268,127
	<u>211,779</u>	<u>544,190</u>
	<u>1,530,206</u>	<u>3,781,939</u>

During the financial year, the Division received a sponsorship from Octava Foundation amounting to \$16,080 (2021: \$16,080) for the payment for the teachers from School of Concepts ("SOC") to the Division to conduct phonics based English literary lessons.

6 CASH AND CASH EQUIVALENTS

	<u>2022</u>	<u>2021</u>
	\$	\$
Cash at banks	13,684,926	15,615,509
Fixed deposit	10,004,000	6,236,808
Cash on hand	34,219	53,176
	<u>23,723,145</u>	<u>21,905,493</u>

The fixed deposits mature within 1 to 10 months (2021: 1 to 10 months) from the financial year end and earn interest at rate of 0.29% to 0.56% (2021: 0.25% to 1.25%) per annum.

Fixed deposits are included as cash and bank balances as these can be readily converted into cash without incurring significant penalty.

PERTAPIS EDUCATION AND WELFARE CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

6 CASH AND CASH EQUIVALENTS (Continued)

For the purpose of the statement of cash flows, cash and cash equivalents, comprise the following at the reporting date:

	<u>2022</u>	<u>2021</u>
	\$	\$
Cash and bank balances	23,723,145	21,905,493
Less: Fixed deposits pledged	-	(236,808)
Cash and cash equivalents	<u>23,723,145</u>	<u>21,668,685</u>

Fixed deposit of Nil (2021: \$236,808) are held as collateral for letters of guarantees issued by the bank in respect of rental deposits for Halfway House, Children's Home and Centre for Women and Girls.

Pledged fixed deposits are not included in the determination of cash and cash equivalents in the statement of cash flows because of restriction in use.

7 FEES AND OTHER RECEIVABLES

	<u>2022</u>	<u>2021</u>
	\$	\$
School fees receivable	-	84,280
Movers receivable	10,116	2,457
	<u>10,116</u>	<u>86,737</u>
Grant receivable - SPS	1,106,828	-
Prepayment - rental	455,206	394,830
Deposits	245,198	215,662
Advance payment to supplier	72,050	9,716
Prepayment - others	32,817	27,791
Interest receivable	15,919	20,641
GST receivable	1,061	52,098
Grant receivable - Job Support Scheme	-	82,870
MSF grant receivable	-	64,157
Grant receivable - others	-	37,471
Other receivables	96,976	60,803
	<u>2,026,055</u>	<u>966,039</u>
	<u>2,036,171</u>	<u>1,052,776</u>

The Jobs Support Scheme (JSS) provides wage support to employers to help them retain their local employees (Singapore Citizens and Permanent Residents) during this period of economic and pandemic uncertainty. JSS payouts are intended to offset local employees wages and help protect their jobs.

PERTAPIS EDUCATION AND WELFARE CENTRE*[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]**Unique Entity No.: S71SS0014H***NOTES TO THE FINANCIAL STATEMENTS***For the financial year ended 31 March 2022***7 FEES AND OTHER RECEIVABLES (Continued)**Receivables that are past due but not impaired

The Society had fees receivables amounting to \$10,116 (2021: \$84,879) that were past due at the reporting date but not impaired. These receivables were unsecured and the analysis of their aging at the reporting date was as follows:

	<u>2022</u>	<u>2021</u>
	\$	\$
Other receivables past due but not impaired:		
Lesser than 30 days	10,116	-
31 - 60 days	-	599
61 - 90 days	-	-
More than 90 days	-	84,280
	<u>10,116</u>	<u>84,879</u>

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PERTAPIS EDUCATION AND WELFARE CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

8 INVESTMENT PROPERTIES

	<u>2022</u>	<u>2021</u>
	\$	\$
Cost		
At beginning and end of financial year	<u>4,672,000</u>	<u>4,672,000</u>
Accumulated depreciation and impairment losses		
At beginning of financial year	442,000	-
Depreciation during the financial year	12,200	45,650
Impairment loss during the financial year	-	396,350
At end of financial year	<u>454,200</u>	<u>442,000</u>
Carrying amount		
At end of financial year	<u>4,217,800</u>	<u>4,230,000</u>

Investment properties of the Society, which are registered in the names of the Trustee, are held in trust by the Trustees on behalf of the Society.

Investment properties are located at 160 Changi Road, #03-05/06/07 Singapore 419728. The properties are freehold commercial office and are leased out to non-related parties under operating leases.

The Society does not intend to dispose of this investment in the foreseeable future. The Executive Committee does not anticipate that the carrying amount of this investment will be significantly different from the fair value.

As at 31 March 2021, the fair values of the investment properties were valued by Colliers International Consultancy & Valuation (S) Pte Ltd. for S\$4,230,000, a firm of independent professional valuers, based on the properties highest-and-best-use using the Market Approach to Value Method. This method relies on transacted prices of comparable properties to arrive at the market value. Any adjustments to value were made for factors affecting the value, such as location, tenure, age, floor area, design, layout, floor level, condition and standard of finishes amongst other factors.

The following amounts are recognised in the statement of financial activities:

	<u>2022</u>	<u>2021</u>
	\$	\$
Rental income	68,379	49,292
Direct operating expenses arising from investment property:		
Depreciation	12,200	45,650
Property tax	<u>8,155</u>	<u>8,448</u>

PERTAPIS EDUCATION AND WELFARE CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

9 PROPERTY, PLANT AND EQUIPMENT

	Computers \$	Furniture and fittings \$	Office equipment \$	Motor vehicles \$	Gymnastics equipment \$	Playground equipment \$	Gaming equipment \$	Renovation \$	Assets under construction \$	Total \$
Cost										
At 31 March 2020	271,267	257,353	221,040	826,955	2,477	-	-	4,162,182	67,086	5,828,360
Additions	53,597	29,631	12,172	-	-	-	-	277,125	-	372,525
Transfers	-	-	-	-	-	-	-	67,086	(67,086)	-
Written off	(151,965)	(3,455)	(13,518)	-	-	-	-	(394,708)	-	(563,646)
At 31 March 2021	172,899	283,529	219,694	826,955	2,477	-	-	4,131,685	-	5,637,239
Additions	96,628	69,399	43,371	-	-	24,289	7,093	-	-	240,780
Disposals	-	(8,053)	-	-	-	-	-	-	-	(8,053)
Write off	(3,241)	(5,359)	(31,566)	-	-	-	-	(19,367)	-	(59,533)
Adjustments	-	-	-	-	-	-	-	(128)	-	(128)
At 31 March 2022	266,286	339,516	231,499	826,955	2,477	24,289	7,093	4,112,190	-	5,810,305
Accumulated depreciation										
At 31 March 2020	199,179	134,242	104,759	670,514	1,485	-	-	1,626,791	-	2,736,970
Depreciation charge	53,479	45,202	42,870	64,022	495	-	-	783,708	-	989,776
Written off	(150,422)	(2,741)	(11,759)	-	-	-	-	(394,708)	-	(559,630)
At 31 March 2021	102,236	176,703	135,870	734,536	1,980	-	-	2,015,791	-	3,167,116
Depreciation charge	53,350	47,795	38,781	58,435	497	1,619	-	807,479	-	1,007,936
Write off	(900)	(4,566)	(30,565)	-	-	-	-	(19,368)	-	(55,399)
Disposal	-	(6,957)	-	-	-	-	-	-	-	(6,957)
At 31 March 2022	154,685	212,975	144,066	792,971	2,477	1,619	-	2,803,902	-	4,112,696
	111,600	126,541	87,433	33,984	-	22,670	7,093	1,308,288	-	-
Carrying amount										
At 31 March 2021	70,663	106,826	83,824	92,419	497	-	-	2,115,894	-	2,470,123
At 31 March 2022	111,600	126,541	87,433	33,984	-	22,670	7,093	1,308,288	-	1,697,609

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
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For the financial year ended 31 March 2022

9 PROPERTY, PLANT AND EQUIPMENT (Continued)

The breakdown of the depreciation charge is as follows:

	2022			2021		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	\$	\$	\$	\$	\$	\$
Cost of generating funds	2,307	-	2,307	5,166	-	5,166
Cost of charitable activities	-	926,265	926,265	-	893,419	893,419
Governance and other administrative costs	79,364	-	79,364	91,191	-	91,191
	<u>81,671</u>	<u>926,265</u>	<u>1,007,936</u>	<u>96,357</u>	<u>893,419</u>	<u>989,776</u>

During the financial year ended 31 March 2021, assets under construction for the cyclical maintenance renovation works on the Division, Centre for Women and Girls and Senior Citizens' Fellowship Home were completed and transferred to Renovation under Property, Plant and Equipment. The Society has written off of carrying amount of property, plant and equipment for S\$4,016 under the "Cost of generating funds" for under Unrestricted Fund due to closure of Kiddy Campus.

10 OTHER PAYABLES

	2022	2021
	\$	\$
SPS - Rental grant received in advance	394,830	394,830
Accruals	374,919	336,085
Deposits received	19,917	22,425
Resident's funds	6,250	15,100
GST payable	4,395	-
Advance receipts for rental income	2,381	3,156
Deferred grant income- Job Support Scheme	-	198,937
Other payables	260,599	70,217
	<u>1,063,291</u>	<u>1,040,750</u>

The deferred grant income - Jobs Support Scheme ("JSS") was recognised as a grant income, on a systematic basis, over the estimated 17 months of economic uncertainty till August 2021 in which the entity recognises the related salary costs.

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11 UNRESTRICTED FUNDS

Unrestricted funds comprise of the following:

(a) *General fund*

This fund is to be used for non-specific purposes at the discretion of the Executive Committee in furtherance of the Society's objects.

(b) *Childcare fund*

This fund is set up to account for funds of the Division to carry on the business as operators of childcare centres.

12 RESTRICTED FUNDS

(a) *Designated Capital Grant*

The Capital Grant Fund is set up to account for funds received for the purchases of plant and equipment. The fund will be subsequently amortised on a systematic basis to match the rate of depreciation of the corresponding property, plant and equipment.

(b) *Community Silver Trust Fund*

The Community Silver Trust Fund is set up to account for funds received to provide direct social support services that are relevant and critical to helping the disadvantaged.

(c) *Care and Share Grant Fund*

Care and Share is a national fund-raising and volunteerism movement led by the Ministry of Social and Family Development ("MSF") for the social service sector. It aims to recognise the contributions made by Voluntary Welfare Organisations ("VWOs") in the social service sector. Eligible donations raised by the Society will be matched dollar-for-dollar by MSF. The matched amount will go towards building the Society's capabilities and capacities.

(d) *Yellow Ribbon Fund*

This fund is set up to account for funds received from SCORE for the purpose of managing and operating the Residential Aftercare Support Programme (RASP).

(e) *President Challenge fund*

This fund is set up to account for funds received from National Council of Social Service ("NCSS") for the purpose of managing and operating social service programmes.

(f) *Welfare Trust and Zakat fund*

This fund is set up to account for Zakat and Fidyah receipts and their distributions.

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

12 RESTRICTED FUNDS (Continued)

(g) *Women and Girls Home fund*

This fund is set up to account for funds of the Division catering for the welfare of young women and girls who need assistance and rehabilitation. These community services are carried out by restoring Individual's confidence, organising programme of moral uplifting and counselling.

(h) *Children Home fund*

This fund is set up to account for funds of the Division to provide welfare for the under-privileged children to inculcate good values in these children.

(i) *Halfway House fund*

This fund is set up to account for funds of the Division to provide treatment and rehabilitative services to substance abusers to enable them to reintegrate into society. These community services are carried out by restoring the individual's confidence, organising programmes of moral uplifting and counselling.

(j) *Senior Citizen Fellowship Home fund*

This fund is set up to account for funds of the Division to house destitutes without family support.

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PERTAPIS EDUCATION AND WELFARE CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

12 RESTRICTED FUNDS (Continued)

The detailed statement of financial activities for restricted funds are as follows:

2022	Designated Capital Fund	Community Silver Trust Fund	Care & Share Grant Fund	Yellow Ribbon Grant Fund	President Challenge Fund	Welfare Trust and Zakat Fund	Children Home Fund	Women and Girls Home Fund	Halfway House Fund	Senior Citizen Fellowship Home Fund	Total
INCOME											
Income from generated funds	-	-	-	-	-	2,404,891	226,975	158,224	520	41,936	2,832,546
Voluntary income	-	-	-	-	-	-	-	-	-	-	-
Other income	-	-	-	-	-	2,404,891	226,975	158,224	520	41,936	2,832,546
Income from charitable activities											
Grants and subsidies											
Agency for Integrated Care (AIC)	-	63,254	-	-	-	-	-	-	-	-	63,254
MSF: Per Capita Grant	-	-	-	-	-	-	1,079,269	1,725,091	-	390,264	3,194,624
MSF: Rental Grant	-	-	-	-	-	-	93,347	170,495	-	-	263,842
MSF: Programme Funding	-	-	-	-	-	-	5,345	6,089	-	-	11,434
MSF: Cyclical Maintenance	-	-	-	-	-	-	27,000	-	-	-	33,518
MSF: Care Staff Funding	-	-	-	-	-	-	62,397	-	-	6,518	62,397
MSF: CRISIS BED	-	-	-	-	-	-	-	-	-	17,208	17,208
MSF: Others	-	-	-	-	-	-	20,782	9,710	405	15,058	45,955
MUIS Grants	-	-	-	-	-	-	10,000	9,400	10,000	10,000	39,400
Mendaki Grants	-	-	-	-	-	-	12,451	10,209	25,831	-	48,491
NCSS: ComChest	-	-	-	-	-	-	-	-	-	115,500	115,500
NCSS: President Challenge Fund	-	-	-	-	276,793	-	-	-	-	-	276,793
Balance carried forward	-	63,254	-	-	276,793	-	1,310,591	1,930,994	36,236	554,548	4,172,416

PERTAPIS EDUCATION AND WELFARE CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

12 RESTRICTED FUNDS (Continued)

The detailed statement of financial activities for restricted funds are as follows:

	Designated Capital Grant Fund	Community Silver Trust Fund	Care & Share Grant Fund	Yellow Ribbon Grant Fund	President Challenge Fund	Welfare Trust and Zakat Fund	Children Home Fund	Women and Girls Home Fund	Halfway House Fund	Senior Citizen Fellowship Home Fund	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
INCOME (Continued)											
Income from charitable activities (Continued)											
Grants and subsidies (Continued)											
Balance brought forward	-	63,254	-	-	276,793	-	1,310,591	1,930,994	36,236	554,548	4,172,416
NCSS: Toke Board Social Service Grant	-	-	-	-	-	-	22,394	983	-	-	23,377
NCSS: Salary Support for PCPSW	-	-	-	-	-	-	64,100	25,048	4,515	-	93,663
NCSS: Others	-	-	-	-	-	-	-	25,354	3,000	-	28,354
SPS: Halfway Service Model	-	-	-	-	-	-	-	-	3,351,216	-	3,351,216
SPS: Rental Grant	-	-	-	-	-	-	-	-	394,830	-	394,830
IRAS - JSS	-	-	-	-	-	-	507	21,497	24,566	11,016	57,586
IRAS - JGI, SEC AND EEC	-	-	-	-	-	-	7,676	8,991	12,048	3,692	32,407
Training and others	-	-	-	-	-	-	14,967	17,618	891	1,062	34,538
Activities income	-	-	-	-	-	-	-	-	79,165	-	79,165
Amortisation of capital grant	-	-	-	-	-	-	295,248	255,435	258,009	66,357	875,049
Miscellaneous income	-	-	-	-	-	-	2,506	4,032	5,371	27,219	39,128
	-	63,254	-	-	276,793	-	1,717,989	2,289,952	4,169,847	663,894	9,181,729
TOTAL INCOME	-	63,254	-	-	276,793	2,404,891	1,944,964	2,448,176	4,170,367	705,830	12,014,275

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

12 RESTRICTED FUNDS (Continued)

The detailed statement of financial activities for restricted funds are as follows:

2022	Designated Capital Fund		Community Silver Trust Fund		Care & Share Grant Fund		Yellow Ribbon Grant Fund		President Challenge Fund		Welfare Trust and Zakat Fund		Children Home Fund		Women and Girls Home Fund		Halfway House Fund		Senior Citizen Fellowship Home Fund		Total	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
LESS: EXPENDITURE																						
Cost of generating funds	-	-	-	-	-	-	-	-	1,717	-	-	-	-	-	-	-	-	-	-	-	1,717	
Miscellaneous expenses	-	-	-	-	-	-	-	-	11,599	-	-	-	-	-	-	-	-	-	-	-	11,599	
Salaries and related costs	913	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	913	
Amortisation of capital grant	913	-	-	-	-	-	-	-	13,316	-	-	-	-	-	-	-	-	-	-	-	14,229	
Cost of charitable activities																						
Salaries and related costs	-	-	-	-	-	-	-	-	-	-	38,302	954,080	954,484	1,082,565	523,353	3,552,784						
Miscellaneous expenses	-	82,861	-	-	-	-	-	-	18,815	52,062	357,504	432,517	748,562	41,935	1,734,276							
Donation to others	-	-	-	-	-	-	13,500	-	-	556,195	-	-	-	-	-	556,195						
Residents and students expenses	-	-	-	-	-	-	-	-	-	-	197,609	254,774	281,896	150,582	898,351							
Depreciation of property, plant and equipment	-	-	-	-	-	-	-	-	-	-	303,160	261,919	288,602	72,384	926,265							
Residents' programme	-	74,177	-	16,152	-	17,699	131,500	1,704	-	-	49,947	40,830	23,561	1,704	355,770							
Amortisation of capital grant	929,302	-	-	-	-	-	-	-	-	-	-	-	-	-	929,302							
	929,302	157,058	-	29,652	-	654,458	150,315	2,425,376	789,958	8,952,943												
Governance and administrative costs																						
Administrative expenses	-	-	-	-	-	-	-	-	-	192,000	156,000	174,000	150,000	66,000	738,000							
Audit fees	-	-	-	-	-	-	-	-	-	4,715	4,058	6,636	4,058	6,636	20,324							
	-	-	-	-	-	-	-	-	-	192,000	160,715	178,915	154,058	72,636	758,324							
TOTAL EXPENDITURE	930,215	157,058	-	29,652	-	856,458	163,631	2,023,015	2,123,439	2,578,434	862,594	9,725,496										

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

12 RESTRICTED FUNDS (Continued)

The detailed statement of financial activities for restricted funds are as follows:

2022	Designated	Community	Care & Share	Yellow	President	Welfare Trust	Children	Women and	Halfway	Senior	Total
	Capital Grant Fund	Silver Trust Fund	Grant Fund	Ribbon Grant Fund	Challenge Fund	and Zakat Fund	Home Fund	Girls Home Fund	House Fund	Citizen Fellowship Home Fund	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Net (expenditure)/income before Zakat allocation	(930,215)	(93,804)	-	(29,652)	113,162	1,548,433	(78,051)	324,737	1,590,933	(156,764)	2,288,779
Allocation of zakat	-	-	-	-	-	(750,000)	400,000	-	-	350,000	-
Net (expenditure)/income for the financial year	(930,215)	(93,804)	-	(29,652)	113,162	798,433	321,949	324,737	1,590,933	193,236	2,288,779

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PERTAPIS EDUCATION AND WELFARE CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

12 RESTRICTED FUNDS (Continued)

The detailed statement of financial activities for restricted funds are as follows:

2021	Designated	Community	Care & Share	Yellow	President	Welfare Trust	Children	Women and	Halfway	Senior	Total
	Capital Grant Fund	Silver Trust Fund	Grant Fund	Grant Fund	Challenge Fund	and Zakat Fund	Home Fund	Girls Home Fund	House Fund	Citizen Fellowship Home Fund	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
INCOME											
Income from generated funds											
Voluntary income	-	-	-	-	-	2,039,376	156,532	59,935	5,362	50,143	2,311,348
Other income	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	2,039,376	156,532	59,935	5,362	50,143	2,311,348
Income from charitable activities											
Grants and subsidies											
Agency for Integrated Care (AIC)	-	53,107	-	-	-	-	-	-	-	-	53,107
MSF: Per Capita Grant	-	-	-	-	-	-	1,728,736	2,044,917	-	374,043	4,147,696
MSF: Rental Grant	-	-	-	-	-	-	78,608	173,505	-	-	252,113
MSF: Programme Funding	-	-	-	-	-	-	216,807	261,980	-	-	478,787
MSF: Cyclical Maintenance	-	-	-	-	-	-	-	51,892	-	287,321	339,213
MSF: Care Staff Funding	-	-	-	-	-	-	52,611	-	-	-	52,611
MSF: CRISIS BED	-	-	-	-	-	-	-	-	-	12,125	12,125
MUIS Grants	-	-	-	-	-	-	22,400	25,000	22,400	22,400	92,200
NCSS: ComChest	-	-	-	-	-	-	-	-	-	108,993	108,993
NCSS: President Challenge Fund	-	-	-	-	189,540	-	-	-	-	-	189,540
NCSS: Tote Board Social Service Grant	-	-	-	-	-	-	-	-	-	-	-
Balance carried forward	-	53,107	-	-	189,540	-	37,556	19,546	22,400	804,882	5,783,487

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For the financial year ended 31 March 2022

12 RESTRICTED FUNDS (Continued)

The detailed statement of financial activities for restricted funds are as follows:

2021	Designated Capital Fund		Community Silver Trust Fund		Care & Share Grant Fund		Yellow Ribbon Grant Fund		President Challenge Fund		Welfare Trust and Zakat Fund		Children Home Fund		Women and Girls Home Fund		Halfway House Fund		Senior Citizen Fellowship Home Fund		Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
INCOME (Continued)																					
Income from charitable activities (Continued)																					
Grants and subsidies (Continued)																					
Balance brought forward	-	53,107	-	-	-	-	-	-	189,540	-	-	-	2,136,718	-	2,576,840	22,400	804,882	-	-	5,783,487	
NCSS: Toile Board Social Service Grant - Overfunding	-	-	-	-	-	-	-	-	-	-	-	(57,372)	-	-	-	-	-	-	-	(57,372)	-
NCSS: Salary Support for PCPSW	-	-	-	-	-	-	-	-	-	-	-	25,223	-	9,139	11,295	-	-	-	-	45,657	-
SPS: Halfway Service Model	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,947,418	-	-	-	-	1,947,418	-
SPS: Rental Grant	-	-	-	-	-	-	-	-	-	-	-	-	-	-	350,960	-	-	-	-	350,960	-
YRF: Residential Aftercare Support	-	-	-	-	-	-	-	55,980	-	-	-	-	-	-	-	-	-	-	-	-	55,980
IRAS - JSS	-	-	-	-	-	-	-	-	-	-	-	-	228,420	207,849	281,962	107,400	-	-	-	825,651	-
IRAS - JGI, SEC AND EEC	-	-	-	-	-	-	-	-	-	-	-	2,121	-	-	-	-	-	-	-	2,121	-
Others	-	-	-	-	-	-	-	-	-	-	-	40,172	46,442	5,330	17,632	58,895	42,946	20,899	-	109,576	-
Activities income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	58,895
Amortisation of capital grant	-	-	-	-	-	-	-	-	-	-	-	296,427	15,137	4,528	266,368	4,924	-	-	-	862,573	-
Miscellaneous income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	45,488
Others	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	53,107	-	-	-	-	55,980	-	189,540	-	-	-	2,686,846	3,101,630	2,949,572	993,759	1,043,902	2,954,934	1,043,902	12,341,782	-
TOTAL INCOME	-	53,107	-	-	-	-	55,980	-	189,540	-	-	2,843,378	3,161,565	2,954,934	1,043,902	12,341,782	-	-	-	-	-

PERTAPIS EDUCATION AND WELFARE CENTRE

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NOTES TO THE FINANCIAL STATEMENTS

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12 RESTRICTED FUNDS (Continued)

The detailed statement of financial activities for restricted funds are as follows:

2021	Designated Capital Grant Fund		Community Silver Trust Fund		Care & Share Grant Fund		Yellow Ribbon Grant Fund		President Challenge Fund		Welfare Trust and Zakat Fund		Children Home Fund		Women and Girls Home Fund		Halfway House Fund		Senior Citizen Fellowship Home Fund		Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
LESS: EXPENDITURE																					
Cost of generating funds	-	-	-	-	-	-	-	-	5,438	-	-	-	-	-	-	-	-	-	-	-	5,438
Miscellaneous expenses	-	-	-	-	-	-	-	-	4,550	-	-	-	-	-	-	-	-	-	-	-	4,550
Staff training	-	-	-	-	-	-	-	-	1,008	-	-	-	-	-	-	-	-	-	-	-	1,008
Staff welfare	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Amortisation of capital grant	1,111	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,111
	1,111	-	-	-	-	-	-	-	10,996	-	-	-	-	-	-	-	-	-	-	-	12,107
Cost of charitable activities																					
Salaries and related costs	-	-	-	-	102	-	-	-	-	-	-	-	859,168	-	741,841	-	858,955	-	406,852	-	2,866,918
Staff employer CPF and SDL	-	-	-	-	-	-	-	-	-	-	-	-	157,803	-	118,812	-	128,822	-	62,208	-	467,745
Miscellaneous expenses	-	-	62,713	-	-	-	-	-	17	-	-	238,908	-	-	307,665	-	659,338	-	79,500	-	1,348,041
Donation to others	-	-	-	-	-	-	-	-	-	393,737	-	-	-	-	-	-	-	-	-	-	393,737
Residents and students expenses	-	-	-	-	-	-	21,600	-	-	-	-	-	269,335	-	204,212	-	302,025	-	140,366	-	937,538
Depreciation of property, plant and equipment	-	-	-	-	-	-	-	-	-	-	-	-	299,417	-	258,013	-	289,066	-	46,923	-	893,419
Residents' programme	-	-	7,630	-	-	-	-	-	105,641	-	61,888	-	34,057	-	45,978	-	10,236	-	3,450	-	269,680
Amortisation of capital grant	929,658	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	929,658
	929,658	70,343	-	-	102	-	21,600	-	105,658	-	455,425	-	1,858,788	-	1,676,421	-	2,248,442	-	739,298	-	8,106,736

PERTAPIS EDUCATION AND WELFARE CENTRE

[A Society registered under the Societies Act (Chapter 311) in the Republic of Singapore]
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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

12 RESTRICTED FUNDS (Continued)

The detailed statement of financial activities for restricted funds are as follows:

2021	Designated Capital Grant Fund	Community Silver Trust Fund	Care & Share Grant Fund	Yellow Ribbon Grant Fund	President Challenge Fund	Welfare Trust and Zakat Fund	Children Home Fund	Women and Girls Home Fund	Halfway House Fund	Senior Citizen Fellowship Home Fund	Total
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
LESS: EXPENDITURE (Continued)											
Governance and administrative costs	-	-	-	-	-	192,000	156,000	174,000	150,000	66,000	738,000
Administrative expenses	-	-	-	-	-	-	6,100	8,100	7,000	5,400	26,600
Audit fees	-	-	-	-	-	30,730	-	-	-	-	30,730
Expenses from movers services	-	-	-	-	-	51,553	-	-	-	-	51,553
Salaries and related costs	-	-	28,722	-	-	254	-	-	-	-	28,976
Repairs and maintenance	-	-	-	-	-	4,979	-	-	-	-	4,979
Miscellaneous expenses	-	-	28,722	-	-	279,516	162,100	182,100	157,000	71,400	880,838
TOTAL EXPENDITURE	930,769	70,343	28,824	21,600	117,654	734,941	2,020,888	1,858,521	2,405,442	810,699	8,999,681
Net (expenditure)/income before Zakat allocation	(930,769)	(17,236)	(28,824)	34,380	71,886	1,304,435	822,490	1,303,044	549,492	233,203	3,342,101
Allocation of zakat	-	-	-	-	-	(1,200,000)	-	-	-	1,200,000	-
Net (expenditure)/income for the financial year	(930,769)	(17,236)	(28,824)	34,380	71,886	104,435	822,490	1,303,044	549,492	1,433,203	3,342,101

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For the financial year ended 31 March 2022

13 TRANSFERS OF FUNDS

Transfer of funds relate to appropriations or transfers of grants/funds from Headquarter to a fund or within the different funds of the Society to recognise transfer or utilisation of funds.

14 CONTINGENT LIABILITIES

At the reporting date, the Society had no contingent liabilities (2021: S\$93,978) in respect of bank guarantees issued in favour of third parties to guarantee the due performance of the Society, secured against pledged fixed deposits.

15 INCOME TAX

The Society is a charity registered under the Charities Act since 17 February 1984, Consequently, the income of the Society and that of its Divisions are exempted from tax under the provisions of Section 13 of the Income Tax Act, Cap. 134.

16 CAPITAL COMMITMENTS

At the reporting date, the Society has capital commitments in construction included in Note 9 as follows:

	<u>2022</u>	<u>2021</u>
	\$	\$
Capital commitment In respect of:		
Contract sum	-	24,289
Add: variation order	-	-
Less: Recorded as advance payment to supplier*	-	(9,716)
Less: Capitalised as Renovation for work completed	-	-
Less: Assets under construction	-	-
	<u>-</u>	<u>14,573</u>

* The advance payment is the initial deposit paid to the supplier as at 31 March 2021 and was recorded as advance payment to supplier as disclosed in Note 7. This will be recognised as utilisation when the playground is completed and submitted the fund utilisation report to NCSS in the current financial year.

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

17 OPERATING LEASE COMMITMENTS(a) As a lessee

The Society leases office premises and office equipment from non-related parties under non-cancellable operating lease agreement. The lease has renewal rights.

The future minimum rental payable under non-cancellable operating lease contracted for at the reporting date but not recognised as liabilities, are as follows:

	<u>2022</u>	<u>2021</u>
	\$	\$
<u>Rental of premises</u>		
Within one financial year	1,091,562	1,032,606
Within two to five financial years	1,334,638	1,494,608
	<u>2,426,200</u>	<u>2,527,214</u>
<u>Rental of equipment</u>		
Within one financial year	27,092	11,071
Within two to five financial years	83,535	-
	<u>110,627</u>	<u>11,071</u>

(b) As a lessor

The Society has entered into commercial property leases on its investment property to non-related parties under non-cancellable operating leases.

The future minimum rental receivables under non-cancellable operating leases contracted for at the end of the reporting period but not recognised as receivables, are as follows:

	<u>2022</u>	<u>2021</u>
	\$	\$
Within one financial year	51,374	42,718
Within two to five financial years	8,207	-
	<u>59,581</u>	<u>42,718</u>

18 FUND-RAISING

	<u>2022</u>	<u>2021</u>
	\$	\$
Gross donations, representing total receipts from fund-raising	65,029	21,580
Direct fund-raising expenses	5,658	-
Percentage of direct fund raising expenses over gross donations	<u>8.7%</u>	<u>0.0%</u>

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

18 FUND-RAISING (Continued)

For the financial year ended 31 March 2022, the receipts and expenses from fund-raising activities relate to the crowdsourcing and public fundraising initiatives by Pertapis Centre for Women and Girls ("PCWG") for its Integrated Living Space ("ILS") campaign and the Race for Impact campaign.

For the financial year ended 31 March 2021, the receipts and expenses from fund-raising activities relate to Flag day.

19 RESERVE POLICY

The Executive Committee has established a reserve policy for the Society, pursuant to the Code of Governance for Charities and IPCs Guidelines 6.4.1. The reserve measurements are calculated as follows:

	<u>2022</u>	<u>2021</u>
	\$	\$
Unrestricted funds	17,971,291	18,267,320
A Net liquid assets available to meet expenditure obligations	23,723,145	21,668,685
B Total operating expenditure	<u>12,176,386</u>	<u>12,444,266</u>
Ratio of net liquid assets to total operating expenses (A/B)	<u>1.95</u>	<u>1.74</u>

Reference:

A. Total cash and cash equivalents which available for immediate use to meet the expenditure obligations.

B. Total Annual Operating Expenditure includes expenses related to Cost of Generating Funds, Cost of Charitable Activities, Governance and Other Administrative Costs and excluded fundraising expenses.

The unrestricted funds represent the accumulated surplus and is for the purpose of meeting operating expenses of the Society. The Society reviews the level of reserves regularly for the Society's continuing obligations.

The Society does not have any externally imposed capital requirements for the financial years ended 31 March 2022 and 2021. There were no changes in the Society's reserve policy during the financial year.

20 MANAGEMENT OF CONFLICT OF INTEREST

During the current and previous financial year, none of the Executive Committee members received any remuneration from the Society.

Executive Committee are required to disclose any interest that they may have, whether directly or indirectly, that the Society may enter into or in any organisations that the Society has dealings with or is considering dealing with; and any personal interest accruing to him as one of the Society's supplier, user of services or beneficiary. Should there be any potential conflict of interest, the affected Executive Committee may not vote on the issue that was the subject matter of the disclosure. Detailed minutes will be taken on the disclosure as well as the basis for arriving at the final decision in relation to the issue at stake.

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NOTES TO THE FINANCIAL STATEMENTS

For the financial year ended 31 March 2022

21 MANAGEMENT OF RESERVES

The primary objective of the Society is to ensure it maintains sufficient reserves in order to support its activities. Its approach to management of funds is to balance the allocation of cash and the incurrence of liabilities. Available cash is deployed primarily to cover the Society's operational requirements. The Society aims to maintain its reserves at a level of at least one year of its annual operating expenditure.

The Executive Committee reviews its reserve policy annually to ensure that the amount of reserves required is adequate.

The Society's overall approach to management of reserves remains unchanged from the previous financial year. The Society is not subject to any externally imposed reserve requirements.

LOCATE US

HEAD OFFICE

Blk 1 Joo Chiat Road, Joo Chiat Complex
#04-1001
Singapore 420001

RESIDENTIAL WELFARE HOMES

Pertapis Senior Citizens' Fellowship Home

Blk 222 Lorong 8 Toa Payoh
#01-693/707/711 Singapore 310222
Tel: 6252 1159 Fax: 6258 5966

Pertapis Children's Home

993B Kovan Road off Yio Chu Kang Road
Singapore 545676
Tel: 6383 0914 Fax: 6383 0913

Pertapis Centre for Women & Girls

42 Surin Avenue
Singapore 535638
Tel: 6284 4707 Fax: 6289 4508

Pertapis Halfway House

50 Lorong 34 Geylang Road
Singapore 398239
Tel: 6746 4752 Fax: 6741 5066

NON-RESIDENTIAL WELFARE SERVICE

Pertapis Welfare Trust Fund (Tabung Amal Jariah)

Blk 1 Joo Chiat Road #04-1001
Joo Chiat Complex Singapore 420001
Tel: 6745 3969 Fax: 6747 0845

OCCUPATIONAL THERAPY

Pertapis Movers

50 Lorong 34 Geylang Road
Singapore 398239
Tel: 6746 4752 Fax: 6741 5066

Pertapis Drive For Change

50 Lorong 34 Geylang Road
Singapore 398239
Tel: 6746 4752 Fax: 6741 5066

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About Us

