

# 



Let your light so shine before men, that they may see your good works, and glorify your Father which is in heaven.

Matthew 5:16

### CONTENTS

	03.	Introduction	of Singapore	Anglican	Communitu	Services
--	-----	--------------	--------------	----------	-----------	----------

- **05.** | President's Address
- **06.** | Review of Services
- **16.** | Mission to Seafarers
- **18.** | St. Andrew's Mission Hospital
- 19. | Board of Management
- **20.** | Management and Other Committees
- 21. | Management Executives
- **22.** | Corporate Governance
- 23. | Conflict of Interest Policy
- 25. Reserves and Investment Policy
- **26.** | Whistleblowing Policy
- **27.** | Acknowledgment of Donations
- **32.** Acknowledgment of Gifts and Services Rendered
- **35.** | Financial Statements

### Introduction



**Singapore Anglican Community Services** (SACS) is a work produced by faith, a labour prompted by love, and an endurance nurtured by hope. Our vision is to reach out to people in need, with the love of our Lord Jesus Christ.

The early 1950s marked the genesis of SACS, when an act of kindness by Mrs. Catherine Thomas, a trained nurse and wife of then St. Andrew's School principal, Mr. Francis Thomas, towards a poor villager living in the Potong Pasir area sparked generations of compassionate services to the needy and disadvantaged.

In 1967, the Anglican Welfare Council – renamed Singapore Anglican Welfare Council (SAWC) in 1977 – was inaugurated to minister to and carry out community services and welfare work amongst the elderly, the poor, the destitute and the aged sick, according to the teachings of our Lord Jesus Christ.

SAWC was restructured to bring together the other community service arms of the Diocese of Singapore, and was renamed Singapore Anglican Community Services (SACS) in 2004.

SACS, a voluntary welfare organisation and an approved Institution of Public Character, serves the community through its Psychiatric Services, Senior Services, Family and Children Services, and the Mission to Seafarers.



■ Singapore Anglican Community Services (SACS) celebrated its 50th anniversary with Mr. Chan Chun Sing, Minister in the Prime Minister's Office, The Most Reverend Datuk Ng Moon Hing, Archbishop of the Anglican Church of the Province of Southeast Asia, Dr. Jimmy How, pioneer stalwart of Anglican Welfare Council, as well as the board members and management of SACS and St. Andrew's Mission Hospital (SAMH) at the SACS-SAMH Charity Gala Dinner 2017 on 25 August 2017. 2 Mr. Gan Kim Yong unveiled the SACS' Golden Jubilee Monument "Into The Light" and officially opened the Anglican Care Centre (Farrer Park) with the board members and management of SACS and SAMH on 13 October 2017. 3 SACS aims to promote public awareness and stamp out the social stigma of mental health issues through various community outreach events, such as "Healthy Minds, Happy Lives". Anglican Cluster Operator (Jurong East) raises public awareness of dementia through fun quizzes aimed at dispelling common misconceptions about the illness at various community events. PEACE-Connect Cluster Operator partnered with the Kampong Glam Constituency to organise the monthly activity, "Breakfast with Love" (BWL), where elderly residents gathered together at the Kampong Glam Community Centre for a time of breakfast, exercise, sharing of information and chit-chatting with Ms. Denise Phua, Mayor of Central Singapore Community Development Council. Anglican Family Centre equips women facing crisis with essential skills and knowledge to gain employment and be financially self-sufficient. At Anglican Senior Centre (Yishun), senior residents are encouraged to age actively through various gaines and activities via its Befrienders Clubs and Kid's Loft Student Care.





#### "Let your light so shine before men, that they may see your good works, and glorify your Father which is in heaven."

#### Matthew 5:16

Jesus Christ is the cornerstone in the work of the Singapore Anglican Community Services (SACS). Just as He ministered to those who were physically, mentally and spiritually unwell, SACS strives to continue this mission of care today, guided by the triad of FAITH, HOPE and LOVE.

2017 marks the 50<sup>th</sup> year of SACS serving the community. As we celebrate SACS' Golden Jubilee, we are humbly reminded that many of God's initiatives begin with us being willing to take a small step of faith. And when we are ready and willing to step out in faith, He will give the increase.

#### SHINING HIS LIGHT OF FAITH, HOPE, LOVE

SACS is a work produced by FAITH, an endurance nurtured by HOPE, and a labour prompted by LOVE. This labour of love continues to grow throughout the decades, tending to the needy and the mentally and physically infirmed, whose hearts are broken and spirits crushed.

Since 1986, God has guided the journey of SACS to focus on providing psychiatric care. In 2017, the work of SACS Psychiatric Services received affirmation from the Ministry of Health which appointed SACS to operate the Anglican Care Centre (Farrer Park) [ACC(FP)], a sheltered home for adults and youths who have undergone psychiatric rehabilitation and are ready to reintegrate into the community.

ACC(FP) marks a commission from God to SACS, affirming our work in the past 50 years and the future to come as we tirelessly strive to bring people into His Light. Indeed, it is a new milestone for SACS as it continues to provide a continuum of care services for persons recovering from mental health issues through its integrated psychiatric rehabilitation services.

In 2017, SACS also strengthened its mission in caring for Singapore's ageing population with the opening of Anglican Senior Centre (Hillview).

#### LIGHT OF THE WORLD

God has nurtured the sparks of SACS' ministry into a shining light of comfort and hope. We thank God for blessing us with dedicated staff and volunteers, individuals, corporations, business associations, philanthropic groups and foundations as well as parishes who have been partnering us in our work to serve the community. Thank you for your hard work, generous contributions and for blessing us with your support, prayers, advice and financial assistance.

We pray that by His grace and providence, our light can continue to shine to the world for the years to come and become a living testament of His great love for all mankind.

"In Him was life; and the life was the light of men. And the light shineth in darkness; and the darkness comprehended it not." John 1:4-5

+ Rennis Singapore
Bishop of Singapore
President, Singapore Anglican Community Services

"And let us not grow weary while doing good, for in due season we shall reap if we do not lose heart."

Galatians 6:9

The year 2017 marks the Golden Jubilee of the Singapore Anglican Community Services (SACS). It is not simply a milestone that celebrates the organisation's longevity. More than that, it is evidence of God's goodness to the community and faithfulness towards SACS.

To strengthen the common identity that reflects the vision, goals and commitment of SACS as well as our roots from the Anglican Church Ministry, a renaming exercise for the centres was carried out, which took effect since I January 2018.

FORMER NAME	NEW NAME
PSYCHIATRIC SERVICES	
Hougang Care Centre	Anglican Care Centre (Hougang)
Simei Care Centre	Anglican Care Centre (Simei)
Anglican Care Centre (Farrer Park)	New service in 2017. No change to centre's name.
Community Rehabilitation and Support Services (Bukit Batok, Pasir Ris, Yishun)	Anglican Care Centres (Bukit Batok, Pasir Ris, Yishun)
Integrated Employment Services	No change to service's name.
SENIOR SERVICES	
SACS Cluster Operator (Jurong East)	Anglican Cluster Operator (Jurong East)
SACS Senior Centres (Floral Spring, Golden Orchid)	Anglican Senior Centres (Yishun, Jurong West)
SACS Centre (HillV2)	Anglican Senior Centre (Hillview)
FAMILY AND CHILDREN SERVICES	
SACS Family Care Centre	Anglican Family Centre

We thank God for His love, guidance and provision which have sustained us throughout the journey. On behalf of the Board, I am pleased to provide an update on SACS and its services: Psychiatric Services, Senior Services, and Family and Children Services.

#### **PSYCHIATRIC SERVICES**

SACS supports persons with mental health issues in their recovery journey through 4 service arms: Residential Rehabilitation Services (RRS), Day Rehabilitation Services (DRS), Community Rehabilitation and Support Services (CRSS) and Integrated Employment Services (IES).

2,267 clients served





641 new referrals

**SENIOR SERVICES** 

SACS senior service offerings include Cluster Support Services (CSS), Senior Group Home (SGH) and Senior Activity Centres (SAC).



3,372 seniors served



361 clients achieved their recovery goals within a year and were discharged



164 clients completed IES programmes and were eligible for job placements

138 clients were successfully employed

**41** clients sustained employment for more than 6 months



178
volunteers
ecruited and
trained



#### FAMILY AND CHILDREN SERVICES

**Anglican Family Centre** provides temporary crisis refuge and support services for women experiencing domestic violence, and their children.

169 cases served

101 new referrals

77 cases discharged



CITY Community Services reaches out to children from underprivileged families and develop their character and potential.

425 children served



#### **PSYCHIATRIC SERVICES**

God continues to affirm Singapore Anglican Community Services (SACS)' commission in psychiatric care by leading the organisation to start Anglican Care Centre (Farrer Park), a sheltered home for persons undergoing mental health recovery. The centre is an integral part of our continuum of care for those who need temporary accommodation and can live independently with some form of gainful employment. It has a capacity to serve 60 adults and 20 youths. Commemorating SACS' Golden Jubilee with this new milestone, the official opening of the centre was graced by Mr Gan Kim Yong, Minister for Health, on 13 October 2017.

#### **COMMUNITY OUTREACH EVENTS**

To promote public awareness and stamp out stigmatisation of mental health issues, SACS Psychiatric Services, together with grassroots organisations and other mental health service agencies, organised the "Healthy Minds, Happy Lives" events in different parts of Singapore: Eastpoint Mall (22 April 2017), Chong Pang Community Club (1 October 2017), Ci Yuan Community Club (21 October 2017) and Hillview Community Club (22 October 2017). Through various platforms such as sharings by professionals, caregivers, peer support specialists, and interactive games at these events, SACS hopes to raise awareness on various mental health issues, the needs of caregivers and the recovery of persons with mental health issues (PMHI).

At the national level, in line with the World Mental Health Day, SACS participated in an event themed "Voice Out Against Stigma" at the Botanic Gardens on 7 October 2017. Together with other disability groups, our staff and members also participated as a contingent in the Purple Parade Annual Event at Suntec City on 28 October 2017.

#### **CLINICAL SUPERVISION**

In April 2017, we were glad to receive a two-year 80% Voluntary Capability Fund (VCF) Grant for clinical supervision by an external supervisor for all our rehabilitation counsellors from Community Rehabilitation and Support Services (CRSS) and Integrated Employment Services (IES). This clinical supervision will benefit around 24 staff. The 1st Order Supervision seeks to enhance the professional competencies of the rehabilitation counsellors, which will enhance the quality of service to our clients. As for the 2nd Order Supervision, we hope to equip a group of identified clinical supervisors with the competency to provide supervision to their peers and those whom they are mentoring. This is a key aspect of our community mental health and employment services, which reaches out to more than 1,500 clients annually to support and sustain their recovery in the community.

#### **NEW INITIATIVES**

#### a. Employee Assistance Programme (EAP+)

In August 2017, we partnered the National Council of Social Service (NCSS) to pilot the Employee Assistance Programme (EAP+). This project seeks to promote mental health wellness, training and consultation for supervisors and management on mental health issues, as well as counselling for employees who have mental health issues. Our first step is to reach out to employers who are supportive of employing PHMI in their companies to inform them of the new additional support available. Through this, we hope to encourage more employers and their affiliates to participate in the programme.

#### b. Conversion of Hope Wing in Anglican Care Centre (Hougang) for Slow Stream Rehabilitation

As part of our continuum of care, Anglican Care Centre (Hougang) converted its Hope Wing to provide slow stream rehabilitation care for male patients from the long-stay wards of the Institute of Mental Health (IMH) in November 2017. The slow stream rehabilitation care provides a simple structured routine and activities for about 40 residents. Through this gradual process, we hope to equip them with basic living and vocational skills and increase their independence to progress to the open wings which is the next step towards community integration. This process is referred to as "one-quarter way", while the open wings are "half way".

#### CONSOLIDATION AND ENHANCEMENT OF INFORMATION TECHNOLOGY

#### a. Integrated Employment Services

Integrated Employment Services (IES) help PMHI gain and sustain employment in the competitive job market through a wide range of employment services - Employment Training Centre (ETC), Employment Internship Programme (EIP), Employee Assistance Programme (EAP+), Employment Support Service (ESS), and Social Enterprise such as Something Old Something New (SOSN), Mother and Child Project (MnCP), and Members' Own Social Enterprises and Services (MOSES). These services train, support, educate and promote advocacy for PMHI to get jobs to increase their sense of self-worth and hope, and enhance their financial independence. In June 2017, IES' list of services were centralised in Anglican Care Centre (Simei).

#### b. Information Technology Enhancement Project

As our range of services and clientele grew, a more comprehensive E-Case system was needed to support the increasing amount of data for various functions to better serve the clients. In April 2018, we launched a new customised E-Case system. With improved data analytics, the new system facilitates and improves the synergy among the various SACS Psychiatric Services Centres and helps us better understand our clients' needs and serve them better

#### RESIDENTIAL REHABILITATION SERVICES

Residential care was provided for 446 clients in a therapeutic environment to support their recovery at the Anglican Care Centres in Hougang, Simei and Farrer Park. New referrals constituted 34% of the cases. Of the 153 clients discharged, 83 (54%) achieved their recovery goals.

STATISTICS OF TOTAL CLIENTS SERVED IN 2017	ACC (HG) <sup>1</sup>	ACC (SM) <sup>2</sup>	ACC (FP) <sup>3</sup>	TOTAL
REFERRAL SOURCE (NEW CLIENTS ONLY)				
Institute of Mental Health	75	40	4	119
Restructured Hospital	0	5	1	6
Internal Referral from SACS Psychiatric Services	2	11	5	18
Others	9	0	0	9
DIAGNOSIS				
Schizophrenia	191	154	7	352
Mood Disorders	27	25	3	55
Anxiety Disorder	11	9	0	20
Others	12	7	0	19
AGE GROUP				
Below 21	0	1	1	2
21 - 29	10	17	2	29
30 - 39	33	39	1	73
40 - 49	72	60	2	134
50 - 59	89	47	3	139
60 and above	37	31	1	69
EDUCATION LEVEL				
No Education	0	3	0	3
Primary Qualification	61	32	4	97
Secondary Qualification	103	86	3	192
Institute of Technical Education	35	19	0	54
Junior College Qualification	10	14	1	25
Diploma	0	21	2	23
Bachelor's Degree	11	17	0	28
Others	21	3	0	24
DISCHARGE OUTCOMES				
Recovery Goals Achieved	42	41	0	83
Dropped out of Programme	14	6	2	22
Involuntary Discharge	5	7	0	12
Readmission to Hospital	23	10	0	33
Others	1	2	0	3

#### <sup>1</sup>Anglican Care Centre (Hougang); <sup>2</sup>Anglican Care Centre (Simei); <sup>3</sup>Anglican Care Centre (Farrer Park)

#### **446** CLIENTS SERVED

ACC	ACC	ACC
(HG) <sup>1</sup>	(SM) <sup>2</sup>	(FP) <sup>3</sup>
241	195	10



#### 152 NEW CLIENTS REFERRED

ACC	ACC	ACC
(HG) <sup>1</sup>	(SM) <sup>2</sup>	(FP) <sup>3</sup>
86	56	10



#### **83** CLIENTS ACHIEVED RECOVERY GOALS AND WERE DISCHARGED

ACC	ACC
(HG)1	(SM) <sup>2</sup>
42.	<b>4</b> 1



#### DAY REHABILITATION SERVICES

SACS served 249 clients through a comprehensive range of structured rehabilitation programmes, specially designed to help them achieve rehabilitation goals and recovery, at Anglican Care Centres in Hougang, Simei, Bukit Batok, Pasir Ris and Yishun. New referrals constituted 33% of the cases. Of the 91 clients discharged, 62 (68%) achieved their recovery goals.

STATISTICS OF TOTAL CLIENTS SERVED IN 2017	ACC (HG) <sup>1</sup>	ACC (SM) <sup>2</sup>	ACC (BB) <sup>3</sup>	ACC (PR) <sup>4</sup>	ACC (YS) <sup>5</sup>	TOTAL
REFERRAL SOURCE (NEW CLIENTS ONLY)						
Institute of Mental Health	9	9	14	9	1	42
Restructured Hospital	0	3	0	3	1	7
Internal Referral from SACS Psychiatric Services	0	13	8	6	0	27
Others	0	0	2	3	2	7
DIAGNOSIS						
Schizophrenia	27	57	42	44	18	188
Mood Disorders	0	7	10	9	10	36
Anxiety Disorder	1	3	4	6	0	14
Others	1	2	6	0	2	11
AGE GROUP						
Below 21	0	1	2	0	0	3
21 - 29	2	10	4	9	2	27
30 - 39	3	11	19	15	10	58
40 - 49	6	21	15	14	7	63
50 - 59	9	21	16	14	3	63
60 and above	9	5	6	7	8	35
EDUCATION LEVEL						
No Education	0	0	1	2	1	4
Primary Qualification	7	16	13	10	8	54
Secondary Qualification	15	30	22	25	15	107
Institute of Technical Education	1	4	5	3	4	17
Junior College Qualification	0	4	7	3	1	15
Diploma	0	8	6	10	1	25
Bachelor's Degree	1	5	2	4	0	12
Others	5	2	6	2	0	15
DISCHARGE OUTCOMES						
Recovery Goals Achieved	5	23	24	7	3	62
Dropped out of Programme	2	4	0	13	3	22
Readmission to Hospital	3	0	0	0	2	5
Remanded/Incarcerated	0	0	0	1	0	1
Others	0	1	0	0	0	1

<sup>1</sup>Anglican Care Centre (Hougang); <sup>2</sup>Anglican Care Centre (Simei); <sup>3</sup>Anglican Care Centre (Bukit Batok); <sup>4</sup>Anglican Care Centre (Pasir Ris); <sup>5</sup>Anglican Care Centre (Yishun)

#### 249 CLIENTS SERVED

ACC	ACC	ACC	ACC	ACC
(HG)1	ACC (SM) <sup>2</sup>	(BB) <sup>3</sup>	(PR) <sup>4</sup>	(YS) <sup>5</sup>
29	69	62	59	30



### 83 NEW CLIENTS REFERRED

ACC (HG) <sup>1</sup>	ACC (SM) <sup>2</sup>	ACC (BB) <sup>3</sup>		
9	25	24	21	4



## 62 CLIENTS ACHIEVED RECOVERY GOALS AND WERE DISCHARGED

ACC	ACC	ACC	ACC	ACC
$(HG)^{1}$	ACC (SM) <sup>2</sup>	(BB) <sup>3</sup>	(PR) <sup>4</sup>	(YS) <sup>5</sup>
	23			3



#### **COMMUNITY REHABILITATION AND SUPPORT SERVICES**

Counselling, training and support services were provided to 1,124 clients at their place of residence through SACS' mobile team of professional case managers from Anglican Care Centres (Bukit Batok, Pasir Ris and Yishun). New referrals constituted 19% of the cases. Of the 279 clients discharged, 216 (77%) achieved their recovery goals.

STATISTICS OF TOTAL CLIENTS SERVED IN 2017	ACC (BB) <sup>1</sup>	ACC (PR) <sup>2</sup>	ACC (YS) <sup>3</sup>	TOTAL
REFERRAL SOURCE (NEW CLIENTS ONLY)				
Institute of Mental Health	29	25	17	71
Restructured Hospital	30	9	10	49
Internal Referral from SACS Psychiatric Services	3	9	8	20
Others	39	19	13	71
DIAGNOSIS				
Schizophrenia	271	193	194	658
Mood Disorders	122	85	73	280
Anxiety Disorder	43	29	22	94
Others	60	13	19	92
AGE GROUP				
Below 21	8	1	3	12
21 - 29	61	40	36	137
30 - 39	90	62	62	214
40 - 49	118	64	64	246
50 - 59	122	100	87	309
60 and above	97	53	56	206
EDUCATION LEVEL				
No Education	8	6	17	31
Primary Qualification	108	74	95	277
Secondary Qualification	181	101	87	369
Institute of Technical Education	59	27	25	111
Junior College Qualification	28	20	13	61
Diploma	51	38	29	118
Bachelor's Degree	48	38	26	112
Others	13	16	16	45
DISCHARGE OUTCOMES				
Recovery Goals Achieved	158	27	31	216
Dropped out of Programme	2	17	17	36
Involuntary Discharge	3	0	1	4
Readmission to Hospital	5	1	6	12
Remanded/Incarcerated	1	3	3	7
Others	3	1	0	4
Total	172	49	58	279

<sup>1</sup>Anglican Care Centre (Bukit Batok); <sup>2</sup>Anglican Care Centre (Pasir Ris); <sup>3</sup>Anglican Care Centre (Yishun)

#### 1,124 CLIENTS SERVED

ACC (PR)<sup>2</sup> (YS)3 496 320 308



#### **211** NEW CLIENTS **REFERRED**

ACC	ACC	ACCL
(BB)1	(PR) <sup>2</sup>	(YS) <sup>3</sup>
101	62	48



#### **216** CLIENTS ACHIEVED RECOVERY GOALS AND WERE DISCHARGED

ACC	ACC	ACC
(BB)1	(PR) <sup>2</sup>	(YS) <sup>3</sup>
158	27	31



#### INTEGRATED EMPLOYMENT SERVICES

SACS served 448 clients through a wide range of employment programmes designed to help them gain and sustain employment. New referrals constituted 44% of the cases served. 138 clients (31%) completed the programmes and successfully gained employment, of which 41 clients (30%) sustained employment for more than six months.

STATISTICS OF TOTAL CLIENTS SERVED IN 2017	ETC <sup>1</sup> & ESS <sup>2</sup>	EIP <sup>3</sup>	SE <sup>4</sup>	TOTAL
REFERRAL SOURCE (NEW CLIENTS ONLY)				
Institute of Mental Health	33	-	-	33
Restructured Hospital	41	-	-	41
Family Service Centres	4	-	-	4
Internal Referral from SACS Psychiatric Servi	ces 15	41	60	116
Others	1	-	-	1
DIAGNOSIS				
Schizophrenia	157	36	65	258
Mood Disorders	103	14	14	131
Anxiety Disorder	39	11	6	56
Others	3	-	-	3
AGE GROUP				
21 - 29	79	16	15	110
30 - 39	112	27	24	163
40 - 49	76	10	25	111
50 - 59	35	8	19	62
60 and above	-	-	2	2
EDUCATION				
Primary Qualification	19	2	10	31
Secondary Qualification	65	16	38	119
Institute of Technical Education	32	2	5	39
Junior College Qualification	13	5	14	32
Diploma	103	26	13	142
Bachelor's Degree	48	5	5	58
Others	22	5	-	27
DISCHARGE OUTCOMES				
Completed IES programmes and	94	30	40	164
eligible for job placement				
Successfully employed	94	27	17	138
· Sustained employment for less than 3 month	ıs 25	27	8	60
<ul> <li>Sustained employment for 3 to 6 months</li> </ul>	29	-	8	37
Sustained employment for more than 6 months	ths 40	-	l	41
Did not complete IES programme:	12	16	26	54
Dropped out of Programme	10	16	26	52
• Readmission to Hospital	1	-	-	1
• Others	1	-	-	1
Total	106	46	66	218

<sup>1</sup>Employment Training Course; <sup>2</sup>Employment Support Services; <sup>3</sup>Employment Internship Programme; <sup>4</sup>Social Enterprises; <sup>5</sup>Integrated Employment Services

#### **448** CLIENTS SERVED

ETC<sup>1</sup> & ESS<sup>2</sup> EIP<sup>3</sup> 61



### 195 NEW CLIENTS REFERRED

ETC<sup>1</sup> & ESS<sup>2</sup>

EIP<sup>3</sup>
41

SE<sup>4</sup>



### 164 CLIENTS COMPLETED IES<sup>5</sup> PROGRAMMES

**41** CLIENTS GAINED AND SUSTAINED EMPLOYMENT FOR MORE THAN 6 MONTHS





#### SENIOR SERVICES

#### **CLUSTER OPERATORS**

Anglican Cluster Operator (Jurong East) [ACO(JE)], and PEACE-Connect Cluster Operator (PeCCO), operated by Holy Trinity Parish under the umbrella of SACS, look after the social welfare and mental health of the elderly living in Jurong East and Bukit Batok, and Kampong Glam respectively.

Cluster support services are provided to 195 elderly within their respective communities through a professional team of case managers. Both Cluster Operators also run a Senior Group Home each, and together served a total of 21 senior residents in 2017, an 11% increase from the previous year.

CLUSTER SUPPORT	PeCC0	ACO(JE)	TOTAL
REFERRAL SOURCE OF NEW CLIENTS RECEIVE	ED IN 2017		
Hospitals	15	29	44
Social Service Offices	0	24	24
Community Grassroots Organisations	1	28	29
Others	92	6	98
VOLUNTEERS RECRUITED AND TRAINED	13	18	31
SENIOD CDOLID HOME	PoCCO	VCO(1E)	тотат

SENIOR GROUP HOME	PeCC0	ACO(JE)	TOTAL
No. of Units	8	6	14
Home Capacity	16	12	28

#### **NEW INITIATIVES**

Each Cluster Operator has a Community Resource, Engagement and Support Team (CREST), which seeks to raise public awareness on dementia and depression among the elderly. On 1 October 2017, CREST launched an additional service, the Eldersitter Programme, to engage elderly who are at risk of or with dementia in meaningful activities to maintain their cognitive functions. The programme also provides caregivers with education, emotional support and respite service to help reduce caregiver stress.

PeCCO partnered a Traditional Chinese Medicine operator to introduce a mobile clinic service in Kampong Glam, which provides free consultation, acupuncture and medicine for elderly patients. An additional free haircut service was started in 2017, due to the overwhelming response to their existing haircut event.

#### COMMUNITY OUTREACH

CREST from ACO(JE) participated in the "Healthy Minds, Happy Lives" events - jointly organised by SACS Psychiatric Services and various community partners - at the Eastpoint Mall and Hillview Community Club, to raise public awareness of dementia through fun guizzes aimed at dispelling common misconceptions about the illness.

To promote active ageing among seniors residing in Kampong Glam, PeCCO formed a Malay Dance Group to encourage seniors to participate in dancing and perform at community outreach events.

#### 195 SERVED THROUGH CLUSTER SUPPORT **SERVICES**

ACO(JE) PeCC0 108 87



#### 21 RESIDENTS OF SENIOR GROUP HOMES **SERVED**

PeCC0 ACO(JE) 17 4



#### SENIOR ACTIVITY CENTRES

3,156 seniors were served through four Senior Activity Centres (SAC) operated by Anglican Senior Centres (ASC) located in Yishun and Jurong West, and PeCCO in 2017.

In addition to various social-recreational programmes, Something Old Something New (SOSN), a thrift shop, is also housed within each ASC, where residents can purchase affordable second-hand items.

SOSN employs people recovering from mental health issues, providing them with learning opportunities and vocational training in retail and logistics.

SENIOR ACTIVITY CENTRES	ASC (YS)¹	ASC (JW) <sup>2</sup>	PeCCO <sup>3</sup> (2 SAC)	TOTAL
AGE GROUP OF TOTAL CLIENTS SERVED IN	2017			
Below 50	87	0	0	87
50 - 59	173	73	0	246
60 - 79	629	437	1,008	2,074
80 and above	195	219	335	749
VOLUNTEERS RECRUITED AND TRAINED	13	3	131	147

<sup>1</sup>Anglican Senior Centre (Yishun); <sup>2</sup>Anglican Senior Centre (Jurong West); <sup>3</sup>PEACE-Connect Cluster Oprator

#### 3,156 SENIORS SERVED

ASC	ASC	PeCCO <sup>3</sup>
(YS) <sup>1</sup>	(JW) <sup>2</sup>	(2 SAC)
1,084	729	1,343



#### **FAMILY AND CHILDREN SERVICES**

#### **ANGLICAN FAMILY CENTRE**

169 clients were served through the Anglican Family Centre (AFC) in 2017. Although there was a drop of 31% in the number of cases served as compared to 2016, the actual occupancy rate has increased with a monthly average of 89% in 2017 as compared to 70.8% in 2016. Besides the spike in referrals at the beginning of 2017, the complexity of issues that the families faced also added to the challenge of discharging residents within a short timeline.

#### **NEW INITIATIVES**

AFC partnered with various groups of volunteers to provide psychosocial and cognitive programmes for the holistic development of the children and youths, which comprised 55% of the total clients served in AFC.

The Early Learning Programme (ELP) organised by EDIS Cares – the Corporate Social Responsibility arm of Economic Development Innovations Singapore (EDIS) – is a volunteer-based, literacy and numeracy intervention programme for children aged 5-7 years old. It is targeted specifically at children from multichallenged families who do not speak English at home. These children often have problems mastering basic literacy and numeracy skills. As a number of the mothers served at AFC are from non-English speaking backgrounds and are not educated, they are unable to coach their children in foundational literacy and numeracy skills. What is being taught at the kindergartens may not be sufficient as these children need more individualised attention for their learning to help them catch up with their peers.

## 101 NEW CASE REFERRALS 169 CASES SERVED

**77** CASES DISCHARGED

Relatives/Friends

Others



17

3

Social Agencies Government Agencies Others	150 16 3
CASE TYPE Family Violence Homelessness Others	157 11 1
DISCHARGE OUTCOMES Returned to Home HDB Rental Flat Open Market Rental	29 17 11

**TOTAL CASES SERVED IN 2017** 



Nine children completed the 17 weekly sessions. The pre- and post-assessments showed that there was an overall improvement averaging at 90% for literacy and 3.25% for numeracy. The pre-assessment scores for numeracy were noted to be significantly higher as compared to literacy scores, which explained why there was only a slight increase in the post-assessment scores.

The weekly sessions also ended with Taiko drumming or gymnasium lessons for the children to channel their energy meaningfully and have fun with one another. The whole programme ended with a graduation ceremony where the children were affirmed of their efforts in the presence of their mothers.

As some of the participants' mothers were from non-English speaking countries, EDIS Cares offered to teach them basic literacy skills. A total of 4 mothers attended the programme and the general feedback was positive.

#### **CITY COMMUNITY SERVICES**

CITY Community Services (CITY), operated by St. Andrew's Cathedral under the umbrella of SACS, works with primary schools and parents to help develop the character and potential of children from underprivileged families.

#### **BEFRIENDERS CLUBS**

CITY's Befrienders Clubs provide a friendly environment for children to learn good values, have fun and benefit from mentoring. Befrienders Clubs were running in 12 primary schools in 2017.

#### **425** STUDENTS SERVED

TOTAL STUDENTS SERVED IN 2017	
Befrienders Clubs/Camps	300
Befrienders Alumni	25
Student Care Centre	100
AGE GROUP Lower Primary (7 - 9 years old) Upper Primary (10 - 12 years old) Secondary (13 - 16 years old)	75 325 25

#### **BEFRIENDERS ALUMNI**

The Befrienders Alumni (BFA) formed two futsal street soccer teams (one male and one female) to reach out to the students and engage them actively. The trainings were conducted by 2 BFA staff every Saturday.

From 11 to 14 December 2017, 15 BFA, together with four staff from CITY, organised a community service trip to Batam. They ran various interactive activities for the children at Kampong Air. One of the main highlights was an outing to a water park for 120 families.

#### **BEFRIENDERS CAMPS**

CITY organised three different camps for a total of 225 students in 2017, actively engaging and developing good character and potential in them. Each camp was lined up with exciting activities. At the CITY Orientation Camp from 13 to 15 March 2017, 120 students from the Befrienders Clubs were treated to an outing to the Night Safari.

#### KID'S LOFT STUDENT CARE

The centre was retrofitted by the Ministry of Education (MOE) in December 2017 to comply with MOE standard fittings. A parenting workshop, "Raising Resilient Kids", was organised (on 18 November 2017) by "Focus on the Family", a global Christian ministry dedicated to helping families thrive, to provide parents with tips on nurturing their children in overcoming adversities.

#### **SACS IN 2018**

As the organisation moves forward, SACS will continue to seek the will of God and commit all plans to Him. SACS will follow the Lord's guidance and continue to bring people in need of love, care, and compassion into His light.

Dr. Arthur Chern Chief Executive Officer Singapore Anglican Community Services

### Mission to Seafaress

#### INTRODUCTION

The Mission to Seafarers (MtS) is the world's leading maritime welfare missionary society of the Anglican Church, recognized and trusted by 1.5 million merchant seafarers. With a presence in over 200 ports across 71 countries, the charity provides for the practical, social and spiritual needs of all seafarers regardless of race, creed or nationality through a network of chaplains, staff and volunteers.

#### **HUMAN RESOURCE**

#### Full Time Paid Staff

Port Chaplain : Reverend Peter Manimuthu

Associate Port Chaplain : Mr. Toh Soon Kok Director of Development : Ms. Nicky Wynne

(till July 2018)

Administrator : Ms. Susan Koh

#### Service Providers

Operations Executive : Mr. Ho Kit Yee

Accountant : Ms. Christina Tay

Development Assistant : Ms. Shivangni Magoo

(till October 2018)

Media & Marketing : Mr. John Bodill

Associate

The Port Chaplain is responsible for the overall management and operations of the Branch. Along with his team of staff and volunteers, they carry out the daily operations and activities.

The Director of Development will lead in development work and fundraising activities on behalf of the Missions.

#### MANAGEMENT COMMITTEE

The Mission relies on a dedicated team of volunteers to provide management functions for the Mission. Working with the staff, the management committee meets regularly to provide management directions and decisions, review finances and plan activities in the interest of the Mission's goals and values. For the calendar year, the management committee held a total of

6 meetings. The members of the management committee are as follows:

Chairman : Capt. Robert Francis Walker
Vice Chairman : Capt. Frederick Francis James

Honourary Treasurer: Mr. Andrew Tay

Secretary : Mr. Raymond Tan Kee Meng

Members : Mr. SC Lim

Mr. Victor Tan Mr. Vitalii Chaika Mr. Mel Ferdinands

Co-opted Members : Capt. Robin Foo

Mr. Francis Godfrey Maximillian Theodore

#### **ACTIVITIES**

Regular ship visits are conducted from Mondays to Sundays at the three ports' terminals (Tanjong Pagar, Pasir Panjang, Jurong Port) and at Sembawang Wharf. The International Drop-In Centre for Seafarers in Jurong Port remains operational from Mondays to Fridays, 10.00 am to 10.00 pm, and 4.00 pm to 10.00 pm on Saturdays. Seafarers who are hospitalized are visited and cared for at maritime medical centers, and private and restructured hospitals. Free transportation for Seafarers is provided daily from ship to shore.

#### TRAINING AND DEVELOPMENT

8 April : Ship Welfare Visitors Course

12 September : Resilience Skills

23-27 October: Post Trauma Counselling

#### **FUNDRAISING EVENTS AND DONATIONS**

MtS (Singapore) depends largely on the funds received through individuals, churches and corporate donors. We are thankful for the prayers and support received from the various parishes which have enabled us to provide an effective ministry to all seafarers who call at any of the ports of Singapore. We express our heartfelt thanks to Maritime and Port Authority of Singapore, Singapore Maritime Officers' Union, Singapore Organisation of Seamen, ASP Ships Management Group and Xpress



Feeders, for their generous contribution towards the cause of the Mission.

#### Total Funds and Donations Received

	(\$)
Annual Sea Sunday Appeal	63,435.00
Donation from Anglican Churches	13,219.00
Donation from Others	17,083.10
MPA Grant	60,000.00
Grant from MtS London	90,900.00
Grant from MtS London - Debts	17,805.11
Corporate Donations Received	3,700.00
Ship Blessing Collection	3,060.54
Giant Juice Challenge	7,098.17
OSIM Sundown Marathon	3,000.00
RASI II	8,470.00
Standard Chartered Marathon	6,500.00
Total	294,270.90

#### HIGHLIGHTS OF MINISTRY

- 1. 3,833 seafarers were served at the International Drop-In Centres at Keppel and Jurong Ports.
- 2. 266 seafarers benefitted from the 11 celebratory events organized during the year at the Drop-In Centre with the objective of fostering meaningful friendships with and among seafarers and also present the gospel.
- 3. 1,554 ships were visited, 1,975 seafarers were transported and 52 Christian Services were conducted.
- 4. A new Night Ship visiting activity implemented since the beginning of the year has resulted in 497 persons being helped.
- 5. 12 ships in distress were assisted with 113 crew helped, counseled and cared for.
- Two companies, Xpress Feeders and ASP Ships Management, sent a team each to run in the Annual Standard Chartered Marathon to raise funds and nominated MtS (Singapore) as the beneficiary.

#### **FINANCIAL YEAR 2017**

	(\$)
Total Income	330,317
Total Expenditure	574,652
Surplus/(Deficit)	(244,335)

#### CONCLUSION

Seafarers endure long periods of loneliness and isolation as they spend months away from their homes and families. At sea, they are completely cut off from all that we take for granted and in port, they are always visitors. Seafarers continue to face issues such as the piracy, abandonment, non-payment of wages, denial of shore leave, shipwreck, isolation and separation from families. It is for these reasons that MtS exists to care for seafarers and lead them to experience the Father's love.

Reverend Peter Manimuthu

Port Chaplain

Mission to Seafarers

## St. Andrew's Mission Hospital

On behalf of the Board, I am pleased to provide an update on SAMH and its community services: St. Andrew's Autism Centre (SAAC), St. Andrew's Community Hospital (SACH), St. Andrew's Senior Care (SASC), St. Andrew's Lifestreams (SAL), and St. Andrew's Nursing Home (SANH).

#### ST. ANDREW'S AUTISM CENTRE (SAAC)

SAAC continued to grow in 2017, with its school and Day Activity Centre (DAC) enrolment increasing by 13.1% and 14.7% respectively. Maintaining an optimum teacher/coach-to-student/client ratio, total staff strength grew by 11%.

2017 began with a major fundraising event initiated by Dr. NK and Mrs. Melina Yong which raised \$1.1 million nett for St. Andrew's Adult Home (Sengkang), a residential facility for adults with special needs that is codeveloped by SAAC and the Ministry of Social and Family Development. The home, located at Compassvale Bow, is currently under construction and will be operational in 2019. It will house up to 200 residents, with a co-located DAC for 50 adult clients.

#### ST. ANDREW'S COMMUNITY HOSPITAL (SACH)

2017 marked the 25<sup>th</sup> anniversary of the community hospital. SACH started operations in 1992 as Singapore's first community hospital at Elliot Road, where the former St. Andrew's Orthopaedic Hospital was located. Since then, SACH has continued to break new ground, such as being the first community hospital to be co-located with its partner acute hospital, Changi General Hospital (CGH), in Simei in 2005, and the first to integrate services with CGH through joint operations within a single hospital building (i.e., the Integrated Building).

In 2017, SACH received 2,842 inpatient admissions, conducted 23,504 day rehabilitation sessions, 5,422 home care visits, 9,144 outpatient clinic attendances and primary care medical consultations to 2,600 foreign workers. SACH had a 15% increase in inpatient admissions as compared to 2016, of which 81% were from CGH. Admissions of patients from CGH to SACH increased by 17%, and achieved through close coordination between the two hospitals.

#### ST. ANDREW'S SENIOR CARE (SASC)

SAMH set up SASC (JOY Connect) at Kampong Glam in 2015. Operated by SACH, it provides day care, general and enhanced dementia day care, community rehabilitation, centre-based nursing, outpatient clinic, integrated home care and community case management services for residents at Kampong Glam.

More SASCs came on board in 2017. They are SASC at Henderson [co-located with St. Andrew's Nusing Home (Henderson)] in May 2017, at Tampines (at Our Tampines Hub) in September 2017 and at Queenstown [co-located with St. Andrew's Nusing Home (Queenstown)] in November 2017. SASC services saw an exponential increase of day care capacity from 60 day care places to 275 day care places and 30 day rehabilitation places to 75 day rehabilitation places.

#### ST. ANDREW'S LIFESTREAMS (SAL)

SAL conducted 25 professional programmes in 2017. From 1 January 2018, SAL comes under the purview of Singapore Anglican Community Services, and will be renamed Anglican Lifestream Services.

#### ST. ANDREW'S NURSING HOME (SANH)

SAMH strengthened its mission in caring for Singapore's ageing population with the opening of SANHs at Henderson and Queenstown. The third nursing home at Dover Avenue, an initiative of St. John's - St. Margaret's Church, in collaboration with SAMH, is expected to be operational by 2021. All three nursing homes provide integrated residential, centre-based and home care services, together with a co-located senior care centre. Combining all of the four nursing homes (Buangkok, Henderson, Queenstown and Dover), SAMH will be providing a total capacity of 1125 beds.

#### **SAMH IN 2018**

As we enter into our 105<sup>th</sup> year of service, we give thanks to God for His steadfast faithfulness in leading and sustaining us in our mission to seek the welfare of the city. With God as our compass, SAMH will strive on to be His faithful servant in serving the community!

Dr. Arthur Chern Chief Executive Officer St. Andrew's Mission Hospital

## Board of Management

#### **PRESIDENT**



The Right Reverend Rennis Ponniah Bishop (Appointed since 2012)

#### VICE PRESIDENT



Mr. Keith Chua Businessman (Appointed since 2005)

#### HONORARY SECRETARY



Mr. Daniel Koh Consultant (Appointed since 2008)

#### VICE HONORARY SECRETARY



Reverend Lim Kek Wah Clergyman (Appointed since 2013)

#### HONORARY TREASURER



Ms. Wong Kok Yee Chartered Accountant (Appointed since 2015) (Secretary in 2010) (Member since 2005)

#### VICE HONORARY TREASURER



Mr. Heng Kok Chiang Managing Director (Appointed since 2011)

#### **BOARD MEMBERS**



Mr. Edward D'Silva (Appointed since 2013)



Mr. Ho Boon Sing (Appointed since 2011)



RADM (Ret) Kwek Siew Jin (Appointed since 2012)



Dr. Steven Lim Hoon Chin (Appointed since 2015)



Mr. Richard Magnus (Appointed since 2005)



Mr. Ngiam Shih Chun (Appointed since 2017)



Venerable Wong Tak Meng (Appointed since 2015)

## Management and Other Committees

#### MANAGEMENT COMMITTEE

Chairperson

Mr. Keith Chua

Vice President

Dr. Steven Lim Hoon Chin

Members

Reverend Ang Soo Sung

Mr. Edward D'Silva

Dr. Gan Kim Loon

Reverend Edwin Tan

Dr. Thong Jiunn Yew

Ms. Wong Kok Yee

#### **AUDIT COMMITTEE**

Chairperson

Mr. Ho Boon Sing

Members

Reverend Ang Soo Sung

Mr. Benson Leong

Mr. Jeffrey Seah

Ms. Wong Kok Yee

#### FINANCE COMMITTEE

Chairperson

Ms. Wong Kok Yee

Members

Mr. Charlie Chan

Mr. Heng Kok Chiang

Mr. Ho Boon Sing

Mr. Low Chee Aik

#### **FUND RAISING COMMITEE**

Co-Chairpersons

Mr. Keith Chua

Mr. Andrew Goh

Members

Mr. Charlie Chan

Ms. Wong Kok Yee

#### HUMAN RESOURCE COMMITTEE

Chairperson

Mr. Edward D'Silva

Members

Mr. Keith Chua

Mr. Daniel Koh

Mr. Benson Leong

Mr. Low Chung Guan

#### NOMINATIONS COMMITTEE

Chairperson

The Right Reverend Rennis Ponniah

Members

Mr. Keith Chua

Mr. Andrew Goh Kia Teck

Mr. Richard Magnus



#### MANAGEMENT EXECUTIVE OFFICER

Group Chief Executive Officer, Singapore Anglican Community Services and St. Andrew's Mission Hospital

Dr. Arthur Chern (Appointed since 1 May 2012)

Director, Healthcare Services

Dr. Loh Yik Hin

#### **PSYCHIATARIC SERVICES**

Head, SACS Psychiatric Services Centre Director,

Anglican Care Centre (Simei)

Mr. Steven Ting (till 14 June 2017) Mr. James Chan (w.e.f. 15 June 2017)

Centre Director,

Anglican Care Centre (Hougang)

Mr. James Chan

Centre Director,

Anglican Care Centre (Farrer Park)

Mr. Paul Chim

Centre Head,

Anglican Care Centre (Bukit Batok)

Ms. Irene Sng

Centre Head,

Anglican Care Centre (Pasir Ris)

Mr. Francis Goo

Centre Head,

Anglican Care Centre (Yishun)

Mr. Victor Tng

Head.

**Integrated Employment Services** 

Mr. Vincent Budihardjo

#### **SENIOR SERVICES**

Head,

Anglican Cluster Operator (Jurong East)

Ms. Winnie Chan (till 31 January 2017) Ms. Alice Chin (w.e.f. 1 February 2017)

Head,

Anglican Senior Centres (Yishun,

Jurong West)

Mr. Vincent Budihardjo

Centre Head,

Anglican Senior Centre (Hillview)

Ms. Mina Lim (w.e.f 1 February 2017)

Cluster Director, PEACE-Connect Cluster Operator Mrs. Lucy Tan

(till 19 September 2017) Mr. Richard Chua (w.e.f 1 December 2017)

#### FAMILY AND CHILDREN SERVICES

Acting Centre Director, SACS Family Care Centre

Ms. Theresa Wee

General Manager,

CITY Community Services

Ms. Patricia Aw

#### **MISSION TO SEAFARERS**

Port Chaplain

Reverend Peter Manimuthu

#### **VOLUNTEER DOCTORS**

Dr. Daniel Lee

Dr. Steven Lim

Dr. Lo Mun San

Dr. Cheryl Loh

Dr. Loh Yik Hin

Dr. Low Kee Hwa

## Corporate Governance

Draft Governance Checklist to be submitted to Charity Portal (Evaluation Period 01/01/2017 to 31/12/2017)

S/No.	Code Description	Code ID	Complianc
	BOARD GOVERNANCE		
1	Are there Board members holding staff appointments?		No
4	There is a maximum limit of four consecutive years for the Treasurer position (or	1.1.6	Complied
	equivalent, e.g. Finance Committee Chairman).		'
5	The Board conducts regular self-evaluation to assess its performance and effectiveness.	1.1.10	Complied
6	There are Board Committees (or designated Board members) with documented terms of	1.2.1	Complied
	reference.		
7	The Board meets regularly with a quorum of at least one-third or at least three	1.3.1	Complied
	members, whichever is greater (or as required by the governing instrument).		
	CONFLICT OF INTEREST		
8	There are documented procedures for Board members and staff to declare actual or potential conflicts of interest to the Board.	2.1	Complied
9	Board members do not vote or participate in decision-making on matters where they	2.4	Complied
5	have a conflict of interest.	2.4	Complice
	STRATEGIC PLANNING		
10	The Board reviews and approves the vision and mission of the charity. They are	3.1.1	Complied
	documented and communicated to its members and the public.		
11	The Board approves and reviews a strategic plan for the charity to ensure that the	3.2.2	Complied
	activities are in line with its objectives.		
	HUMAN RESOURCE MANAGEMENT		
12	The Board approves documented human resource policies for staff.	5.1	Complied
13	There are systems for regular supervision, appraisal and professional development of	5.6	Complied
	staff.		
14	There is a system to address grievances and resolve conflicts.	5.11	Complie
	FINANCIAL MANAGEMENT AND CONTROLS	1	Γ
15	The Board ensures internal control systems for financial matters are in place with documented procedures.	6.1.2	Complied
16	The Board ensures reviews on the charity's controls, processes, key programmes and	6.1.3	Complied
107	events.	0.01	01:
17	The Board approves an annual budget for the charity's plans and regularly monitors its expenditure.	6.2.1	Complied
18	The charity discloses its reserves policy in the annual report.	6.4.1	Complied
19	Does the charity invest its reserves?		Yes
20	The charity invests its reserves in accordance with an investment policy approved by the Board. It obtains advice from qualified professional advisors, if deemed necessary by the Board.	6.4.4	Complied
	FUNDRAISING PRACTICES		
21	Donations collected are properly recorded and promptly deposited by the charity.	7.2.2	Complied
	DISCLOSURE AND TRANSPARENCY	1	
22	The charity makes available to its stakeholders an annual report that includes	8.1	Complied
	information on its programmes, activities, audited financial statements, Board members and executive management.		
23	Are Board members remunerated for their Board services?		No
26	Does the charity employ paid staff?		Yes
27	No staff is involved in setting his or her own remuneration.	2.2	Complied
28	The charity discloses in its annual report the annual remuneration of its three highest	8.3	Complied
	paid staff who each receives remuneration exceeding \$100,000, in bands of \$100,000. If none of its top three highest paid staff receives more than \$100,000 in annual remuneration each, the charity discloses this fact.	0.0	Complies
	Annual Remuneration Salary Band 2017		
	\$100,000 - \$200,000 6		
	PUBLIC IMAGE	1	<u> </u>
29	The charity accurately portrays its image to its members, donors and the public.	9.1	Complied

## Conflict of Interest Policy

#### 1.0 APPLICATIONS

1.1 The conflict of interest policy and declaration form will be read by the board member upon hiring, appointment or election to the board as an acknowledgement of having understood the policy and that he/she will fully disclose to the Board when a conflict of interest situation arises. Such conflict of interest situations include but are not limited to the following:

#### 2.0 CONFLICT OF INTEREST SITUATIONS

#### 2.1 Contract with vendors

Where board/committee members, staff or volunteers have personal interest in business transactions or contracts that Singapore Anglican Community Services (SACS) may enter into, there should be a policy requiring a declaration of such interest as soon as possible followed by abstention from discussion and decision-making on the matter (including voting on the transaction or contract). All such discussion and evaluation by the board or relevant approving authority in arriving at the final decision on the transaction/contract should always be well documented.

2.2 Vested interest in other organisations that have dealings/relationship with SACS

Where board/committee members, staff or volunteers who have vested interest in other organisations that have dealings/relationship with SACS, and when matters involving the interests of both SACS and the other organisation are discussed, there should be a policy requiring a declaration of such interest and if necessary, followed by abstention from discussion and decision-making on such matters.

#### 2.3 Joint ventures

The board's approval should be sought before SACS enters into any joint venture with external parties. Where board/committee members, staff or volunteers have an interest in such ventures, there should be a policy requiring a declaration of such interest and if necessary, followed by abstention from discussion and decision-making on the matter.

#### 2.4 Recruitment of staff with close relationship

Recruitment of staff with close relationship (i.e. those who are more than just mere acquaintances) with current board/committee members, staff or volunteers should go through the established human resource procedures for recruitment. The board member, staff or volunteer should make a declaration of such relationships and should refrain from influencing the decision on the recruitment.

#### 2.5 Remuneration

Board members and volunteers should serve without remuneration for their voluntary service to SACS so as to maintain the integrity of serving for public trust and community good instead of personal gain. However, SACS may reimburse board members or volunteers for out-of-pocket expenses directly related to the service.

#### 2.6 Paid staff on board

Paid staff, including the executive head and senior staff employed by the SACS, should not serve as a member of the board as it can pose issues of conflict of interest and role conflicts, and may raise doubts on the integrity of board decisions. The executive head and senior staff can attend board meetings, ex-officio, to provide information and facilitate necessary discussion but should not take part in the decision-making of the board.

- 2.7 Major donors/representatives from major donor companies being on the SACS' board Potentially conflicting situations may arise where a major donor sits on SACS' board, such as the following:
- Conflict of loyalty: Board member may not have the overall best interests of the charity due to their vested interests or priorities. This may influence decisions relating to the allocation of resources or setting the organisation's directions. (There may be a particular programme/ area the board member is vested in and is biased towards.)
- Use of information to influence donors' decisions:
   Information accessible to board members may be

## Conflict of Interest Policy

used to influence donors' decision on allocations or the corporation they represent. This may result in staff not highlighting certain issues for fear that the donation may be affected. Issues of transparency and disclosure can arise

- Pressure to release additional information on donations: Board member may expect additional information from staff on how donations were used and the details of users
- Personal benefit/gain/recognition: The board member may expect greater recognition for the financial support given than is usually done. Staff may feel beholden to this board member in case the donor relationship is threatened.

#### 2.8 Others

- A board member's organisation receives grant funding from the organisation he/she is serving.
- Prohibition on gifts, entertainment and other favours from any persons or entities which do or seek business with the organisation.

#### 3.0 DISCLOSURE POLICY AND PROCEDURE

- 3.1 Transactions with parties with whom a conflicting interest exists may be undertaken only if all of the following are observed:
- The conflicting interest is fully disclosed;
- The person with the conflict of interest is excluded from the discussion and approval of such transaction;
- A competitive bid or comparable valuation exists; and
- The [board or a duly constituted committee thereof]
  has determined that the transaction is in the best
  interest of the organisation.
- 3.2 Disclosure involving board members should be made to the board chair (if the board chair is involved with the conflict, disclosure is to be made to the board vice-chair) who shall bring these matters to the board or a duly constituted committee.

- 3.3 The board or a duly constituted committee thereof shall determine whether a conflict exists and in the case of an existing conflict, whether the contemplated transaction may be authorised as just, fair and reasonable to SACS. The decision of the [board or a duly constituted committee thereof] on these matters will rest in their sole discretion, and their concern must be the welfare of SACS and the advancement of its purpose.
- 3.4 All decisions made by the board or a duly constituted committee thereof on such matters shall be minuted and filed.
- 3.5 This policy document must be read and understood by all board members upon the start of office.
- 3.6 Any disclosure of interest made by board members where they may be involved in a potentially conflicting situation(s), must be recorded, filed and updated appropriately by all specified parties.

## Reserves and Investment Policy

#### 1.0 PURPOSE

The purpose of this paper is to specify the reserve and investment guidelines of Singapore Anglican Community Services (SACS). It provides a framework to ensure that funds are prudently managed and adequate liquidity is maintained. These guidelines are binding on affiliated community service organisations (ACSOs).

#### 2.0 RESERVES

The investable fund in the investment account is to cover the reserve requirement.

SACS aims to achieve a general reserve level of two years, taking into account the timing differences between the growing clients' needs and inflow from donations and fundraising events. The SACS' Board reviews the level of reserves regularly to ensure that the reserves are adequate for day-to-day operations and its continuing obligations.

#### 3.0 INVESTMENT OBJECTIVES

Given SACS' status as a voluntary welfare organisation (VWO) funded by government subvention, and church and public donation, the primary consideration in the management of funds is the preservation of value in real terms. Hence our investment objective is to offset asset erosion due to inflation

#### **4.0 INVESTMENT POLICY GUIDELINES**

#### 4.1 Fund for day-to-day operations

70% of SACS' income depends on government funding. The remaining 30% comes from donations, client revenue and enterprise income and fluctuates with the state of the economy. Such income fluctuations can have a significant impact on our ability to fully cover expenditure.

In order to fund day-to-day operations and provide a buffer against fluctuations in monthly income, SACS will set aside a minimum of 3 months of operating expenses in cash and cash equivalent (Operating Cash). Operating Cash is to be kept as petty cash, and deposits including current account, savings account and fixed term deposits. Current and savings accounts may only be held with commercial banks while fixed term deposits may only be placed with

commercial banks and finance companies. Operating cash must be held in Singapore Dollars (SGD).

#### 4.2 Investible funds

Funds available over and above Operating Cash (Investible Fund) will be invested. The Investible Fund may be managed by a Fund Manager on behalf of SACS. Funds may only be invested in Singapore Dollar denominated investments in one or more of the following classes of investment:

- · Short-term deposits
- · Negotiable certificates of deposit
- Commercial/Bank bills
- Treasury bills
- Short-term notes and bonds
  - The minimum credit rating for any bond issue is Baa3 by Moody's or BBB- by Standard & Poor's. Where the bond issue is unrated by the rating agencies, the Fund Manager's internal credit rating of BBB- will apply.
  - Investments in bonds denominated in foreign currencies are allowed provided the foreign currency exposure is hedged back to SGD.
- Unit Trusts
  - Limited to fixed income unit trusts

No more than 15% of the fund is to be invested in a single entity.

The investment products must have good liquidity; defined as the ability for the investment products to be sold and proceeds to be received within 30 days.

#### 4.3 Other Investments

SACS may, through the generosity of donors, receive donations or gifts in the form of shares or foreign currency-denominated cash, bonds or other securities. Under such circumstances, SACS should

- Sell or encash into SGD such shares within 12 months of receiving title, unless otherwise instructed by donors.
- Encash into SGD such foreign currencydenominated cash, bonds or other securities within 12 months of receiving ownership, unless otherwise instructed by donors.

#### 5.0 REVIEW PERIOD

This policy will be reviewed as and when required and amended as necessary.

## Whitleblowing Policy

#### 1.0 POLICY

- 1.1 Singapore Anglican Community Services (SACS) is committed to a high standard of compliance with accounting, financial reporting, internal controls, corporate governance and auditing requirements and any legislation relating to thereto. In line with this commitment, the Whistleblowing Policy aims to provide an avenue for employees and external parties to raise concerns and offer reassurance that they will be protected from reprisal or victimisation for whistleblowing in good faith.
- 1.2 The policy is intended to conform to the guidance set out in the Code of Corporate Governance which encourages employees to raise concerns, in confidence, about possible irregularities.

#### 2.0 REPORTABLE INCIDENTS

- 2.1 Some examples of concerns covered by this Policy include (this list is not exhaustive):
  - Concerns about SACS' accounting, internal controls or auditing matters
  - Breach of or failure to implement or comply with SACS' policies or code of conduct
  - Impropriety, corruption, acts of fraud, theft and/or misuse of SACS' properties, assets or resources
  - · Conduct which is an offence or breach of law
  - · Abuse of power or authority
  - · Serious conflict of interest without disclosure
  - Intentional provision of incorrect information to public bodies
  - Any other serious improper matter which may cause financial or non-financial loss to SACS, or damage to SACS' reputation
  - Fraud against donors, or the making of fraudulent statements to the Commissioner of Charities, members of the public and regulatory authorities
  - Acts to mislead, deceive, manipulate, coerce or fraudulently influence any internal or external accountant or auditor in connection with the preparation, examination, audit or review of any financial statements or records of SACS
  - Concealing information about any malpractice or misconduct

#### 3.0 CONFIDENTIALITY

3.1 SACS encourages the whistleblower to identify himself/herself when raising a concern or providing

- information. All concerns will be treated with strict confidentiality.
- 3.2 Exceptional circumstances under which information provided by the whistleblower could or would not be treated with strictest confidentiality include:
  - Where SACS is under a legal obligation to disclose information provided
  - Where the information is already in the public domain
  - Where the information is given on a strictly confidential basis to legal or auditing professionals for the purpose of obtaining professional advice
  - Where the information is given to the Police or other authorities for criminal investigation
- 3.3 In the event we are faced with a circumstance not covered by the above, and where the whistleblower's identity is to be revealed, we will endeavour to discuss this with the whistleblower first.

#### 4.0 HOW TO RAISE A CONCERN AND PROVIDE INFORMATION

- 4.1 The whistleblower can address his/her concerns to the Audit Committee via a designated email address or by telephone or by post.
- 4.2 SACS recommends the whistleblower to be detailed in setting out the background and history of events and the reasons for the concern.

#### 5.0 HOW WILL THE GROUP RESPOND

- 5.1 SACS assures the whistleblower that any concern raised or information provided will be investigated, but consideration will be given to these factors:
  - · Severity of the issue raised
  - · Credibility of the concern or information
  - Likelihood of confirming the concern or information from attributable sources
- 5.2 Depending on the nature of the concern raised or information provided, the investigation may be conducted involving one or more of these persons or entities or as directed by the SACS' Board:
  - The Audit Committee
  - · The External or Internal Auditor
  - · Forensic Professionals
  - The Police or Commercial Affairs Department

## Acknowledgement of Donations

#### DONORS OF \$10,000 AND ABOVE

#### **INDIVIDUAL**

Ang Yee Lim Lawrence Gavin Raj Kim Soo Theng Lau Tsz Pan Yvonne Lau Yee Wan Lee Ying Tang Guek Eng Alice Yew Woon Si

#### **CORPORATE**

AARC Connexion Pte Ltd Church of the Ascension RSM CHIO LIM LLP Singapore Textile Dealers Friendly Association St. Andrew's Cathedral St. Andrew's Cathedral Parochial Church St. George's Church, Tanglin The Diocese of Singapore

#### Acknowledgement of Donations

#### **INDIVIDUAL**

Δ

Aamir Hatim Nakhoda Abdul Ghani Bin Haji Suyot

Gnana Y. Abraham

Ah Huat

Alexander Christopher Stingl Wei

Syed Fidah Bin Ismail Alsagoff

Judy Ang Cheng Hong

Ang Go Wan

Ang Hui Ying Rachel

Ang Kock Lee

Ang See Lay

Ang Soon Bee Andy

Ang Wee Boon

Eugene C. Antoni

Aryanti Anwar

Aw Yeow Hock

Azaliah Bte Ismail

Brian Bay Sit Huat

Beh Chong Teck Peter

P Buvanaswari

С

Chan Chee Kong Chan Choong Wah

Chan Kew Lui

Chan Suit Fong

Chan Tsok Fah

Chan Wah Tiong

Chan Yuet Meng

Chang Boon Kong

Anthony Chao Tar Liang

Cecilia Chay

Chay Chong Hua / Mdm. Huan Teck

Choon

Chay Tiong Peck Chee Kuan Tsee

Chen Siang

Chen Siu Wen Winifred

Vivien Chen Vui Wen

Chen Zhaoyan Madeline

Cheng Choong Choon

Cheng Toh Chung

Cheo Bong Hee

Cheong Choy Seng

Cheong Kam Wah

Cheong Lai Kheng

Cheong Ming Foong (Zeng Minfeng)

Cheong Mun Sang

Cheong Sook Fun

Cheong Yuen Chee Eric

Arthur Chern Su Chung

Chew Jing Hui Vanessa

Chew Swee Bee

Bernard Chew Shung Tuck

Jeffrey Chew Yew Beng

Chia Kok Leong

Chia Song Soon

Chiam Margaret Isabel

Chin Cynthia

Chin Hoe Sung

Chin Pei Ying

Chin Susan

Kimi Ching

Carol Chng Hsi Yee

Chng Guan Poh

Choi Shing Kwok Larry

Chong Boon Fong

Chong Heng Onn, Richard

Chong Kit Fah

Chong Then Seong

Chong Wei Hong

Chong Yap Seng

Choo Boon Beng Edmund

Raymond Choo Choon Sheng

Choo Peck Hoon Cynthia

Choo Siew Lee

Choo Sum Wah

Choo Tok Heng Elaine

Choong Mei Fun Amy

Chow Chee Kuan

Chow Min Wei

Chow Pak Kin Patrick

Chow Yee Hoong

Kenneth Choy

Chu Yen @ Chu Kian Yuan

Chua Ah Liang

Chua Hong Choon

Chua Hwee Kee Irene

Chua Kim Suan

Chua Lip Tuan

Chua Shuhua

Chua Sock Cheng

Chua Suat Hui

Chua Teck Chuan

Chua Teck Neo Kathleen

Chua Xin Bei

Chue Fong Oi

Chui Jian Wei

Chung Weigiang Ian

Garcia Romeo Jr. Cosme

Edward D'Silva

George Lional Nimroth Dharmaraj

Pascal Guy Chung-Wei Demierre

David Devakumar Eliathamby

Eilinawati

Jacobs Elizabeth

Sukumar Enoch Joseph Giftson

Enoch

Eu Pui Wai

Mustafa Nazhath Fatima

Fong Ah Sai

Fong Kah Heng Allan

Fong Weng Kai

Foo

Foo Boon Kim

Foo Kee Fong

Foo Kok Huan

Foo Zhuo Zhen Rachel

Fu Yinggi

G

Gee Siew Chin

Giam Alice

Goh Chek Chue Alan

Goh Choo Lian

Goh Chye Lee

Goh Eng Kok

Goh Hui Lin Karen Goh Hwee Ngee Michelle

Goh Meng Huat

Goh Sok Hoon

Goh Tze Rui Ray

Grace Guang

Guo Jian Hong

Jerry Gwee Chee Siong Jeremy Gwee Khee Heng

Hamidah Binte Mohammad Amin

Hay Sook Ann Hee Tan Sok Eng Winnie

Heng Hui Joo

Heng Siow Ing

Hia Han Chong Ho Boon Chue

Ho Chee Leong

Ho Ching

Ho Hang Sang

Ho Hwei Ling

Ivu Ho Ho Ji-Min Gabriel

Ho Ser Huat

Ho Twa Moi

Mrs. Ho

Hong Hock Ho

Hong Shuting Serene How Thiam Soon

Benita Howe (Nee Catherasoo)

Huan Teck Hock Huang Meishi Angeline

Hui Choon Wai Hui Chung Chow

## Acknowledgement of Donations

I-J
John Isaac
Fredalin M

Fredalyn M. Japson

Joseph

Κ

Kam Lup Fai Kam Soh Pheng

Ashvinkumar S/O Kantilal

Kee Loi Guan Khaw Swee Kwang Khoo Shuk Fern

Kiang Juet Chun Yvonne

Kiang Wenting
Koh Ai Neo Ida
Koh Chan Guan
Koh Chew Peng
Koh Kah Leong Leon

Koh Long

Koh Meng Yuet Dorothy

Koh Siak Lee Koh Soh Har Kok Wai Ching Kong Pei Ling

Kanagasundram Amrit Krishna

Suresh Kumar Abie Kurniawati Kwa Yang Ghee Kwan Kim Kong Kwan Mee Sin

Kwan Yam Khwan Doris Kwee May Shien Kwek Chin Hock Delvin Kwek Yian Li Clarice Kwok Fook Seng

L

Lai Seow Sin Lam Kun Kin

Joanne Lam May Cheng

Cheryl Lau
Lau Choon Sam
Lau Eng Tee
Daniel Lau Nai Fai
Laurence Lim Kee Liat
Lawrence Boo Geok Seng

Lay Geok Ng Betty Lee Lee Boon Yeok Lee Chee Keong

Lee Chi Kuan Lee Chong Kai Lee Fook Hou

Lee Fook Sun Lee Geok Suat Lee Guan Jyh Lee Hing Yan Lee Joo Hwa Lee Kia Tiow Lee Kiok Margaret Lee Lai Kit Sylvia

Lee Le Thin
Lee Lian King
Lee May Li Mina
Eugene Lee Ming
Lee Soo Ann
Lee Soo Jin

Jimmie Lee Sooi Hong

Lee Soon Yee Lee Tat Kwong Lee Teng Fei

Lee Tuck Wah Philip Lee Wai Chyn Lee Wee Kok Lee Woon Ling Lee Yean Yean

Lee Yee Han Audrey
Lee Yong Ing Mabel
Leong Keng Hong
Leong Lai Fong
Leong May Pheng
Leong Mee Peng
Leong Soon Khing
Leong Yoke Lim Lily
Leow Kim Liat
Leow Ngiap Seng
Leung Kin Po Keith
Leung Kwok Keung

Lew Boon Cou, Psalm Li Xiuqi Lily Lie

Liew Beng Keat Amanda Lim Anthony Lim

Lim Bee Geok Sabrina Lim Beng Chai Lim Chien Wei John Lim Ching Suan Sharon Lim Geok Hock Joshua

Lim Hock Song Lim Hoon Chin Lim Hui Jie Lim Jew Eng Lim Kah Bin Lim Kah Eng

Lim Kee Liat Laurence

Lim Kek Wah Lim Lam Geok Lim Lee Choon Lim Li Li Lim Mei Yin

Lim Ming Hui Andrew Lim Ming Shiang Lim Siam Kiang Joanne Lim Siau Yen Irene Lim Teck Liang Lim Tien Kiong Lim Wee Ping

Lim Yan Piing Andelina Deborah Lim Yang Hua Lim Yi Hui Valerie Lim Yong Kiang Lim Yue-Li Lin Yah Huei Linda Ling Bee Bee

Ling San Lo Yiang Gek Christopher Lock

Loh Buck Lan, Evangeline Loh Hong Eng Julienne Loh Hong Pheng Amos Loh Hong Yan Abigail Loh Kwi Kong

Loh Kwi Kong
Loh Min Hao John
Loh Patsy
Loh Shurn Lin
Loh Wah Kay
Loi Hein Pay
Loke Choo Li
Loke Choy Fun

Loke Wei Ying
Loo Ah Lek Peter
Low Boon Hong
Low Chai Yeong
Low Chan Pong
Low Chung Guan
Low Jia Hui
Low Poh Sim
Loy Chin Juay

Lum Wai Meng Benny

Loy Ping June

M

Mah How Soon Maik Seck Hong Sheela Mariamah Lilian Mark

Edward Balan Menon Mo Kee Fong Sarah Mo Kee Kum Moh Bow Chek Mok Chee Keong Mok Kok Seng Rashid Mong

Mun Kwok Chiew Eddie

Ν

Geraldine Na Sheng Ya Geoffrey Alves Nabi Ramakrishnan Naidu

Neo Liyan Ng Aik Hong

Ng Boon Kiong David

Ng Chau Nge

#### Acknowledgement of Donations

Ng Check Teck Ng Chee Hao James Ng Chee Yong Brian Ng Chi Chong Ng Choon Kiat Ng Chwee Soon Ng Gek Hong Ng Geok Seng Ng In Kiat

Ng Kheng Hock Roland

Ng Lee Hong Ng Luan Tiang

Archbishop Ng Moon Hing Pastor Ng Poh Cheng William Alexander Ng Sheng Hao

Ng Siam Huay Ng Siew Eng Ng Song Foo Ng Soon Kai Ng Thiam Chye Ng Tik Tiu Ng Tiong Lok

Ng Weiyang Ng Weng Kwai Philip Ng Yeok Chong Ngiam Shih Chun Ngiam Tong Yuen

Jaswant Nitin

#### 0

Oh Hiang Hock Sarani Binte Omar Sazali Bin Omar Ong Chew Liang Ong Chin Swee Ong Choon Peng Ong Chui Lan

Charles Ong Hai Beng

Ong Henry

Ong Hui Ling Angela

Ong Ka Sin

Felix Ong Kah Ann Ong Kian Giap Daniel Ong Kok Wah

Ong Koon Seng Ong Leok Poon Ivan Family Of Late Ong Siew Lian

Ong Soon Liong

Georgie Ong Teck Hwee Ong Toon Yong, Fabian

Ong Tsui Ying Ong Yuen Lin Ooi Ee Lock Ooi Xing Yu

#### Ρ

Pang Seng Hoon Victor Pang Sze Kwang Augustine David Pearson

Peck Wendy (Bai Wendy) / Tan Hai

Peng Che Chun Peu Kin Leona Pham Minh Quang Poh Beng Wee Poh Book Eang

Poh Ling Sheng (Fu Ling Sheng)

Denise Phua Lay Peng Dennis Puk Leung Kong

Alfred Quah Buck Song David Quark Kok Sin Quek Hwee Choo Quek Keng Koon

Quek Kwang Chye William

Quek Teng Hong Vendela Ouek

Murugaiyan Rajkumar Martin Anthony Riddett Constance Rodrigues Sumeet P Rohra

De Silva Deepthika Romanie

Seah Chin Yi Seah Choo Meng Seah Geok Hwa Esther Seah Kee Teck

Seah Kim Swee See Hoo Kien Poh See Mei Li

See Teck Jen Yuri Michael

See Toh Heng Fatt Seet Chee Keong Seet Chong Kerng Seet Ying Ling Noelle C Selvadurai Joseph John Sena Seng Ai We Seow Jean Lin Ali Bin Shahadan Sia Liang Poo Siah Mui Li Sim Chee Wah Sim Hwee Ai Sim Hwee Kheng Sim Keng Yeow

Sim Kwang Hock Richard Sim Kwang Yew Steven Siow Fung Wai Ying Soh Guan Chin Soh Hin Lok Soh Nai Huau

Andrew Soh Poh Chuan

Soh Siew Huau

Soh Tian Lye / Ms. Loi Wai Lin

Mrs. Soh Soo Jin Hui Soon Ai Huat Alahari Sridhar Su Kow Hwa Jonah Su Lee Soon Nee Yeo Su Shao Qin

Gary's Tackle

Tan Bee Gek Margaret Irene Tan Bee Geok

Tan Bee Po

Tan Beng Hong Katherine

Tan Beng Soon Tan Boon Hai Tan Boon Lee Tan Chee Guet Tan Chee Keong Tan Chee Khiang Tan Chiao Yen Tan Ching Huat Tan Chong Meng Tan Choon Kuiw Tan Elizabeth Jane

Tan Eng

Tan Eng Liew Patricia

Tan Eng Poh

Irene Tan Geok Muay Gordon Tan Hang Leng

Tan Ho Kiong Tan Hui Yi Tan Hwee Fen Tan Hwee Sang Tan Jer Kiat Tan Kah Chuan Tan Keng Leong Tan Keng Soon Tan Khiang Khoo Tan Khoon Yong Tan Kim Chia Tan Kim Wee Tan Koh How Tan Kok Yeang Tan Kwang Noi Tan Luan Hong Ivy Paul Louis Tan Jwee Aun

Tan Magdalene Margaret Tan Tan Mui Joo Tan Mui Sang Tan Pei-San Philip Tan Tan Poh Tan Poh Hoon

## Acknowledgement of Donations

Tan Sai Hong

Suzanne Tan Seng Toon

Tan Seung Po
Tan Shang May
Tan Siew Ngoh
Tan Soo Hwee
Tan Soo Yong
Tan Soon Chye
Tan Su Lyn Claudine

Tan Swee Lin
Tan Tai Ngiap
Tan Tat Ming
Tan Tay Lek
Tan Teck Soon
Tan Thiam Loke Joe
Tan Tock Siong
Tan Wee Tin
Tan Yeo Tina
Tan Yip Wei, Gilbert
Tan Yiu Kam Yu Esther

Tan Yong Le

Stephen Tan Yong Leng

Mdm. Tan

Tang Cher Yan Dorothy

Tang Chi Lin
Tang Chor Hua
Tang Jeck Ling
Tang Jing Jie
Tang Kwok Keong
Rosalind Tang Min Chuo

Tang Oi Wah Rachel Tanoko

Tay Ching Ann Luke Barnabas

Tay Ewee Liang Tay Hsiang Kee Tay Lian Ser

Rev Canon Dr Louis Tay

Tay Shwu Jen
Tay Song Bong
Tay Ter Long
Tay Tse Sing
Tay Wee Leong
Winnie Tay
Tee Siew Poh
Teh Kian Keong
Teng Che San
Teo Ban Seng
Hayley Teo
Teo Joe Mong

Teo Lai Cheng Catherine

Teo Lay Ching Teo Swee Pieu Teo Wei Ling

Teoh Choon Sin Simon Teoh Meng Hwee Teong Swee Chin

Tham Chee Mun Kenneth

Pauline The

Walter Edgar Theseira

Thia Lee Yong
Edwin O. Thompson
Tiang Tong Bing
Tiew Lay Wah Sally
Ting Kian Wei
Tio Hong Oei
Tng Pei Yin
Alice Toh
Toi Mui Keow
Tok Siew Peng
Tong Moh Choon
Angelina Trueman
Kapde Tushar

#### W

Wan Ah Soo

Raymond Wan Choon Kheong

Wan Fook Weng Wang Le Wee Hock Chye Wee Siok Kee

Wee Zhi Zhong Wilfred

Wong Ah Yeok Wong Chee Yong Wong Fatt Kee Wong Kia Lip Allan Wong Kwok Wai

Jane Wong Mai Hong Wong Mui Quee Wong Siew Mui Wong Siew Voon Wong Soon Inn Wong Suay Heng Wong Suay Peng Wong Sui Cheen Wong Tak Meng Wong Tian Ching Wong Ting Meng Wong Tuck Yin Wong Woon Harn Wong Yew Seng Woon Yuet Wah Mavis Wu Junrong Vincent Wu Ven Yuen

#### Y

Yang Hui Fang
Yap Choon Ching
Yap Eng Sui Petrine
Yap Hwee Hong
Johnny Yap Joo Chong
Yap Soon Tiong
Yap Su Meng Elaine
Yap Teck Siong
Yee Chan Hooi
Yee Mei Wah
Richard Allan Yeh

Yeo Bee Keng Yeo Bee Loon

Raymond Yeo Chin Keong

Yeo Chuen Eng Andrew Yeo Ek Guan Yeo Enk Kok

Yeo Keng Kah

Angela Yew

Yeo Kok Phuang, Michael

Yeo Sze Ling Yeong Jia Wei Jonah

Norman HK Yeow / Shirley Teo Siew G

Yew Zi Jian
Yik Tze Kong
Yin Teck Meng Alvin
Yin Yee Ying Yvonne
Yong Choon Moy
Yong Chuk Kwin
Yong Su Tshu Jane
Maureen Yow Chwee Eng
Yuan Tah Yong Andrew

#### Z

Zheng Binfei Zulkifli Mohd Ain

## Acknowledgement of Donations

#### **CORPORATE**

#### Α

Achema Pte Ltd
Aerojet Pte Ltd
Afon Systems Pte Ltd
Airesearch Technology Pte Ltd
All Saints' Church
All Saints' Church (English
Congregation)
Allianze Capital Solutions
Amica Law LLC
Anglican High School

#### В

Bedok Methodist Church Bethany Emmanuel Church Bosch Software Innovations Bridging Talents Pte Ltd Builder 90 Pte Ltd

#### С

Capital Airconditioning International Pte Ltd Casa Raudha Women Home Cathay Photo Store Pte Ltd CEI Ltd Chapel of Christ the King Chapel of Christ the Redeemer (Chinese Congregation) Choon Vegetables & Fruits Trading Supplier Christmas at Cathedral Fund Raising Church of Ascension (Member) Church of the Good Shepherd Church of the True Light Cisco System (USA) Pte Ltd Cold Storage Singapore (1983) Pte Ltd Community Service Projects Pte Ltd

#### D

Dafong Trading Pte Ltd Diamond Mooring Services Pte Ltd

#### Ε

East 9 Architects & Planners Pte Ltd Edventure Books Pte Ltd

#### G

Gennal Industries Pte Ltd Global Synergies Group Pte Ltd Group M Singapore

#### Η

Holy Trinity Church Holy Trinity Parish Hotel Yan Pte Ltd

#### I-J

Inkud Puritan Pte Ltd
JPMorgan Chase Bank O/B Grace
Shua, Jacob Ballas Charitable Trust
JTE Suppliers Pte Ltd

#### Κ

Kalene - Christmas Fair Kampong Glam Community Club Kshitigarbha Buddhist Society

#### L

Land Transport Authority
Lew Foundation
Lim Siang Huat Pte Ltd
Lim Thiam Chwee Holding Pte Ltd
Link Management Consultants
Low Medical Clinic
LST Contract & Services

#### M

Macro-Integration Pte Ltd
Marine Parade Christian Centre
Marine Parade Christian Centre
(Chinese Congregation)
Marthoam Syrian Church in
Singapore
Mellford Pte Ltd
Moh Siong Huat (Pte) Ltd
MSD International GMBH
My Saviour's Church

#### N-F

National Health Care
Parish of Christ Church
Presbyterian Community Services

#### R

Red Events Pte Ltd Regiscons Pte Ltd Republic of Singapore Navy - 14th RSN Cahrity Heartstrings

#### S

Salt And Light Society Schroder Investment Management (Singapore) Ltd Singapore Bible College Singapore Precision Industries Pte Ltd St. Andrew's Cathedral St. Andrew's Cathedral (Mandarin Congregation) St. Andrew's Cathedral Parochial Church St. Andrew's City Church St. Andrew's Community Chapel St. Andrew's Junior College St. Hilda's Church St. James' Church St. James' Church (Chinese Congregation) St. John's Chapel St. John's - St. Margaret's Church St. John's - St. Margaret's Church (English Congregation) St. Margaret's Primary School St. Matthew's Church (English Congregation) Steward Cross Pte Ltd SymAsia Singapore Fund-Nehemiah

#### Т

Foundation

Singapore

Telemarketing Asia Pte Ltd
The Community Foundation of
Singapore
The Love Journey Pte Ltd
The Purple Parade Ltd
The Rightway Corporation Pte Ltd
The Singapore Sugar Traders
Association Ltd
Tote Board

Synod-Presbyterian Church in

#### W-Y

Westside Anglican Church Xandar Capital Pte Ltd YCS Fantastics Yishun Christian Church (Anglican) Young Adult Ministry

## Acknowledgement of Gifts and Services Rendered

#### **INDIVIDUAL**

#### A-B

Sarah Abraham Ang Lay Huay Bina Amul Subnis Steven Brooks

#### C

John Chan Lettica Chan Chan Rebekah Chang Choon Teck Cheng Pui Leng Cheng Sheila Lee Kin Cheng Weng Leang Margaret Chew Chia Julianna Chiam Heng Tong Chong Joke Yien Chong Siak Toh (Joyce) Chong Siew Siong Raymond Choo

Chandra and Edward Chua

Irene Chua Rimiko Chuah Jean Chue Chai Lin Edward Cowan

#### D-F

Preima Doraisamy Harold Ee Foo Jerome

#### G

Mr. Gan Gao Zhi Hong Goh Bee Geok Goh Chong Beng Goh Kia Cheng Patrick Goh Lek Imm Goh Wen Hui

#### H-J

Heng Mui Khee, Yvonne Maria Isabel Orellana Huntley Judith

Yvonne Maria Kimman Koh Hiang Hwa Stella Koh Peck Duan, Joyce Koh Teow Yeong Laurie Kraaijeveld Abraham Tilak Kumar Kwok Fook Sena Kwok Yeow Chee. Daniel

Lai Boon Aun, Winston Helen Lai Lai Jenny Lai Lye Kuen - Cindy Lau Eng Seng Lau Wen Hsin

Phyllis Lee Lee Cheng

Lee Mun Fong Lee Yoke Fong Leong Esther Lilu Leow Lim Ah Yew Estella Lim

Lee Esther

Hannah Lee

Lim Khay Boon, Moses Lim Kheng Yong Lim Kwee Hoon Lim Mee Leng Lim Mei Rong Lim Ying Xuan May Loh Siew Buay Loke Yee Kuen Wendy

Loo Dorothy Loo Ngiap Hee Yvonne Looi Florence Low

#### M

Marliyana Dayangku Marquina Mok Mui Tan

Naomi Kelly Sally Neo

Adeline Na Joanne Ng Ng Jong Ying Judy Ng Monica Ng Ng Siew Lian Doris Ng Sung Chay Ng Zeng Woon

#### 0

Doreen Ong Ong Hui Ying Cheryl Ong Lay Sim

#### Р

Pai Shriya Satish Pang Jonathan Pang Pat Tsui Ying Peck Wendu Peh Lian Ker Judy Phang Teck Ngan Elizabeth Png Pow Chu Sing Pu Patrick

#### 0-R

Qian Ma Ouek Jowenna Ray Yang Xiulan

#### S

D. Sambasivan Veronica Sambasivan Marissa Seah Li Ching Shining Sim Ee Cheng, Angie Soh Heng Koon Sabrina Soh

Tan Fang Fang Tan Gek Lian Carol Lynn Tan Ghim Liong Amy Tan Lian Huay Tan Oon Ai Tan See Ping Dave Tang

## Acknowlegement of Gifts and Services Rendered

Marcus Tay
Tay Meng Keong
Teo Boon Leong
Debbie Teo
Teo Deborah
Robert Teo Jin Teng
Teo Kwee Hong
Teo Poh Choo
Teo Puay Chye
Teoh Lucilla
Roy Tharamarajah
Tong Siew Chamg

#### w

Katherine Wallace
Wang Jick Kiew
Wang Qiuyue
Wong How Leen
Wong Lee May
Wong Pamela
Wong Shiow Yun
Wong Way Lung
Wong Yuit Seong (Anne)

#### Y-Z

Maureen Yaw Yeo Lynette Yew Betty Yue Foong Teng Zhang Xue Oing

#### **CORPORATE**

Ben Foods (S) Pte Ltd

#### A-B

Anglican High School Anglican High School Parent Support Group Ascend, The English Professionals

#### C-D

Changkat Changi Primary School Changkat Changi Secondary School Choon Vegetables & Fruits Trading DENTSU Sports Asia Pte Ltd DNA Financial, representing Manulife (Singapore) Pte Ltd

#### E-F

Evergreen Club YCC
Faith Community Baptist Church
FK Dunamis Group Pte Ltd
Foodbank Singapore

#### H-K

Hillview Community Centre Keppel Logistics Pte Ltd

#### M-N

MINDSET Care Limited National Heritage Board Navy Medical Services NTUC Fairprice Foundation Ltd NW CDC Youth Group

#### R

Renewal Christian Church Fellowship ROI2 Rotary Club of Queenstown

#### 9

Sea Breeze Garden Neighbourhood Committee Simei Neighbourhood Committee Singapore Management University St. Andrew Junior College St. James St. Margaret's Church Swensen's

#### Т

Tabernacle Bible Presbyterian Church Temasek Holdings Thunderstone Technology (S) Pte Ltd

#### U-V

United Overseas Bank Ltd Village Hotel (Bugis)

#### W-Y

West Side Anglican Church
Westpac Banking Corporation
Yishun Christian Church (Youth
Group)



Registered in Singapore under the Charities Act, Cap 37 and Societies Act, Cap 311

Unique Entity Number : S75SS0005H

Address : 10 Simei Street 3, Singapore 529897

Auditors : RSM Chio Lim LLP

8 Wilkie Road, #03-08

Wilkie Edge Singapore 228095

Bankers : DBS Bank Limited

Oversea-Chinese Banking Corporation Limited

Malayan Banking Berhad

Sing Investments & Finance Limited

CIMB Bank Berhad

United Overseas Bank Limited

#### SUMMARY OF FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2017

For a full copy of the SACS 2017 Audit Report, please email your request to admin@sacs.org.sg, download it from our website: www.sacs.org.sg or scan the QR code with your smartphone to download it.



#### **BALANCE SHEET**

#### Year ended 31 December 2017

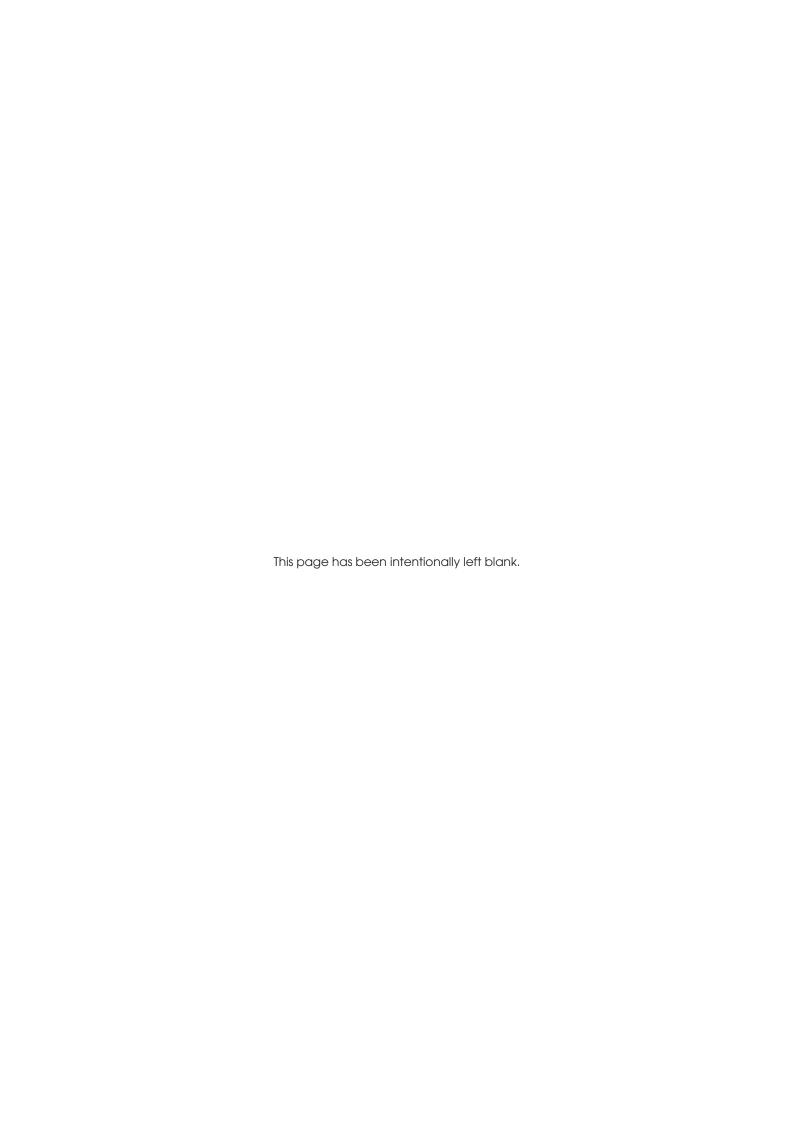
	2017	2016
ASSETS	S\$	SŞ
Non-Current Assets		
Property, Plant and Equipment	11,511,957	11,187,691
Total Non-Current Assets	11,511,957	11,187,691
Current Assets		
Trade and Other Receivables	2,291,398	4,712,011
Other Non-Financial Assets	167,184	118,096
Cash and Cash Equivalents	21,502,305	16,563,187
Total Current Assets	23,960,887	21,393,294
Total Assets	35,472,844	32,580,985
FUNDS AND LIABILITIES		
Unrestricted Funds:		
Accumulated Funds	16,701,077	14,695,074
Building and Renovation Fund	2,943,779	2,915,115
BIG Fund	129,055	129,055
Total Unrestricted Funds	19,773,911	17,739,244
Restricted Funds:		
Chaplaincy Fund	135,453	183,884
Building Fund - HillV2	4,603,335	4,815,110
Building Fund - Simei Care Centre	5,028,696	5,342,088
Government Grant for Capital Expenditure	269,148	1,454
Community Silver Trust Fund	2,658,463	2,609,130
Medifund and Medifund Silver	(356,035)	(430,137)
President Challenge Fund	91,357	128,946
Care N Share Fund Mindset Fund	935,679	700,424 48,747
Programmes Funds		
Employment Support Services	186,586	83,732
Cluster Support (Jurong East)	274,690	242,570
PEACE-Connect Cluster Operator	(144,707)	(163,333)
Sindhadasa —	316,569	162,969
Other Restricted Funds		
HSBC Fund	34,505	43,594
Family Care Centre	42,183	37,097
Other Restricted Funds:	36,101	38,190
_	112,789	118,881
Total Restricted Funds	13,795,454	13,681,496
Total Funds	33,569,365	31,420,740
Current Liabilities		
Trade and Other Payables	1,686,199	1,160,245
Other Non-Financial Liabilities	217,280	(a)
Total Current Liabilities	1,903,479	1,160,245
Total Liabilities	1,903,479	1,160,245
Total Funds and Liabilities	35,472,844	32,580,985

#### STATEMENT OF FINANCIAL ACTIVITIES

(including income and expenditure account) Year ended 31 December 2017

Unrestricted Fund 2017 \$	Restricted Fund 2017 \$	Total 2017 \$	Unrestricted Fund 2016 \$	Restricted Fund 2016 \$	Total 2016 \$						
9,879,781	5,512,951	15,392,732	8,706,654	5,078,150	13,784,804						
1,773,251	138,084	1,911,335	1,716,428	320,600	2,037,028						
2,115,629	3,879	2,119,508	2,172,406	1,682	2,174,088						
381,894	500000000	381,894	433,538	**************************************	433,538						
92,341	233	92,574	123,192	205	123,397						
01001310000	47,708			18,469	56,415						
14,394,320	5,702,855	20,097,175	13,190,164	5,419,106	18,609,270						
	166 377	166 377		152581	152,581						
					2,102,100						
			II. VATORIA DELINIO	1 7 2 1 1 2 2 2 2 3 3 3 3 3 3 3 3 3 3 3 3 3	981,479						
					68,504						
F-10-04-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0			Control of the Control		8,177						
					1,797,478						
	100000000000000000000000000000000000000	and the second second	A 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	100000000000000000000000000000000000000	941,149						
693,337	221,210	1,114,775	549,115	392,034	941,149						
7700 220	2600650	10,226,088	F701000	2070 (02	8,852,471						
	10-10-10-10-10-10-10-10-10-10-10-10-10-1				429,645						
240,804	33,413	2/4,21/	11-23-20-20-20-20-20-20-20-20-20-20-20-20-20-	104,698	239,812						
	-	100.000			3,214						
		STATE	1,485,453,454		124,137						
12,359,653	5,588,897	17,948,550	9,394,927	6,305,820	15,700,747						
2,034,667	113,958	2,148,625	3,795,237	(886,714)	2,908,523						
24	£	=	18,346	¥:	18,346						
2,034,667	113,958	2,148,625	3,813,583	(886,714)	2,926,869						
		-	(1,428,102)	1,428,102	-						
2,034,667	113,958	2,148,625	2,385,481	541,388	2,926,869						
	9,879,781 1,773,251 2,115,629 381,894 92,341 151,424 14,394,320  772,185 101,703 41,292 662 2,003,512 893,557 7,726,330 438,007 240,804 141,601 12,359,653 2,034,667	2017 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2017         2017         2017           \$         \$         \$           9,879,781         5,512,951         15,392,732           1,773,251         138,084         1,911,335           2,115,629         3,879         2,119,508           381,894         -         381,894           92,341         233         92,574           151,424         47,708         199,132           14,394,320         5,702,855         20,097,175           772,185         1,423,889         2,196,074           101,703         876,145         977,848           41,292         -         41,292           662         -         662           2,003,512         49,388         2,052,900           893,557         221,218         1,114,775           7,726,330         2,600,658         10,326,988           438,007         208,488         646,495           240,804         33,413         274,217           141,601         9,321         150,922           12,359,653         5,588,897         17,948,550           2,034,667         113,958         2,148,625	2017         2017         2017         2016           \$         \$         \$         \$           9,879,781         5,512,951         15,392,732         8,706,654           1,773,251         138,084         1,911,335         1,716,428           2,115,629         3,879         2,119,508         2,172,406           381,894         - 381,894         433,538           92,341         233         92,574         123,192           151,424         47,708         199,132         37,946           14,394,320         5,702,855         20,097,175         13,190,164           -         166,377         166,377         -           772,185         1,423,889         2,196,074         761,559           101,703         876,145         977,848         41,512           41,292         -         41,292         68,504           662         -         662         8,177           2,003,512         49,388         2,052,900         1,748,741           893,557         221,218         1,114,775         549,115           7,726,330         2,600,658         10,326,988         5,781,989           438,007         208,488         646,4	2017   2017   2017   2016   2016   \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$						

	2017 \$	2016 \$
Surplus/(Deficit) transferred to (Unrestricted) Accumulated Fund:		
Head Office	(9,777)	338,452
Simei Care Centre	587,996	1,359,432
Hougang Care Centre	390,082	672,797
Family Care Centre	430,823	392,778
Community Rehabilitation and Support Services (Bukit Batok)	98,511	200,724
Community Rehabilitation and Support Services (Pasir Ris)	41,971	133,132
Community Rehabilitation and Support Services (Yishun)	14,879	218,494
Cluster Support (Jurong East)	(2,069)	3,639
Anglican Care Centre (Farrer Park)	34,357	
Anglican Senior Centre (Hillview)	(35,080)	2
CITY Community Services	337,120	291,727
PEACE-Connect Cluster Operator	117,190	153,685
Net Surplus	2,006,003	3,764,860







#### 10 Simei Street 3 Singapore 529897

Tel: 6586 1064

Email : admin@sacs.org.sg Website : www.sacs.org.sg

#### **PSYCHIATRIC SERVICES**

#### **Anglican Care Centre (Hougang)**

(Formerly: Hougang Care Centre) 20 Buangkok View Blk 4 Singapore 534194

#### **Anglican Care Centre (Simei)**

(Formerly: Simei Care Centre) 10 Simei Street 3 Singapore 529897

#### **Anglican Care Centre (Farrer Park)**

375 Race Course Road Singapore 218644

#### **Anglican Care Centre (Bukit Batok)**

(Formerly: Community Rehabilitation and Support Services (Bukit Batok)) Blk 267 Bukit Batok East Avenue 4 #01-206 Singapore 650267

#### **Anglican Care Centre (Pasir Ris)**

(Formerly: Community Rehabilitation and Support Services (Pasir Ris)) Blk 534 Pasir Ris Drive 1 #01-266 Singapore 510534

#### **Anglican Care Centre (Yishun)**

(Formerly: Community Rehabilitation and Support Services (Yishun)) Blk 707 Yishun Avenue 5 #01-36 Singapore 760707

#### **Integrated Employment Services**

10 Simei Street 3 Singapore 529897

#### SENIOR SERVICES

#### **Anglican Cluster Operator (Jurong East)**

(Formerly: SACS Cluster Operator (Jurong East))
Blk 374 Jurong East Street 32 #01-486

Singapore 600374

#### **Anglican Senior Centre (Yishun)**

(Formerly: SACS Senior Centre (Floral Spring)) Blk 426A Yishun Avenue 11 #01-74 Singapore 761426

#### **Anglican Senior Centre (Jurong West)**

(Formerly: SACS Senior Centre (Golden Orchid)) Blk 499 Jurong West Street 41 #01-812 Singapore 640499

#### Anglican Senior Centre (Hillview)

4 Hillview Rise #02-22 HillV2 Singapore 667979

#### **Anglican Senior Centre (Tampines)**

Blk 117 Tampines Street 11 #01-516 Singapore 521117

#### **PEACE-Connect Cluster Operator**

Blk 5 Beach Road #02-4915 Singapore 190005

#### **FAMILY AND CHILDREN SERVICES**

#### **Anglican Family Centre**

(Formerly: SACS Family Care Centre)
Tel: 1800 346 4939

#### **CITY Community Services**

Social Service Hub @ Tiong Bahru 298 Tiong Bahru Road #10-03 Central Plaza Singapore 168730

#### **OTHER SERVICES**

#### **Anglican Lifestream Services**

(Formerly: St. Andrew's Lifestreams) 10 Simei Street 3 Singapore 529897

#### **Mission To Seafarers**

52 Telok Blangah Road #01-05 Telok Blangah House Singapore 098829